

RARE Roosevelt Alumni for Racial Equity

Job Description
RARE Board of Directors
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The successful Board Member will embrace and promote the following vision, and mission, culture and the values and principles of RARE:

Vision

Racial equity throughout our community, our city, and our country. Every person is accorded dignity, respect, and the opportunity to reach their full potential.

Mission

We advocate for racial equity for students who are furthest from educational justice. We raise awareness among students and those who impact their lives about educational inequities through partnerships, networks and inclusion-centered practices. We promote actionable steps by providing tools, resources, and opportunities to learn and grow.

Culture

The culture of RARE is collaborative and encouraging. We work best by listening to each other and considering all opinions. The end goal of racial equity is our focus, and we work within the committees, programs and events towards that end.

Values and Principles

- **Racial equity:** a culture of care and respect for the dignity of every person.
- **Education and open communication:** the key processes of change and empowerment.
- **Truthfulness and honesty:** the values that underlie all our communication and dealings
- **Humility:** a willingness to recognize the racism in ourselves.
- **Inclusion, collaboration, connection and appreciation:** our attitude when listening and engaging the diverse voices in our community.
- **Curiosity:** a willingness to constantly learn more about systemic and less visible systems that place barriers to racial equity, and the challenges that we face in overcoming them.
- **Passion:** in pursuit of justice, fairness and equity.
- **Creativity:** tested and supported by research, critical thinking and analysis, in the search for solutions that work.
- **Wisdom:** a willingness to admit when we are wrong, and the courage to change our views.
- **Accountability:** a promise that we will follow through on our commitments

We agree with James Baldwin that *“Not everything that is faced can be changed; but nothing can be changed until it is faced.”* (1962) RARE is attempting to change the things we cannot accept.

Strategic Plan Goals

- 1. Networking and Educational Advocacy for Racial Equity**
- 2. Support students in order to leverage and influence social change**
- 3. Cultivate relationships and resources to foster support for our programs**
- 4. Establish an organizational structure to progress our mission, vision, and diversity commitment**

Job Summary

Make a difference in our communities and your own life by actively engaging in the promotion of the values, vision and mission of RARE, keeping in mind the cooperative nature of our culture. Board members exhibit a high level of business, organizational and human resource acumen, and leadership.

Board members meet via ZOOM to manage the business and affairs of RARE. Each Director holds a term of 3 years unless specifically delineated. Additionally, each Board member also serves on at least one committee, enhancing the understanding of the mutual work done on behalf of RARE.

Responsibilities and Duties

Provide strategic goals/direction, planning and oversight for RARE.

Board members are expected to attend at least 75% of quarterly Board meetings with a firm understanding of the proposals at hand, having pre-read the materials provided before each meeting.

Responsible for the long-range strategic goals of RARE.

Responsible for the fiscal health of RARE, being involved in the budget process and approval.

Responsible for the mentoring of, and if necessary, the removal of a Board member.

Elect members to serve on the Board of Directors, based on recommendation from the EC.

Elect members to serve on the Executive Committee.

Approve people to serve as committee chairs, based on recommendations from the EC.

Approve annual reviews of committee charters.

Approve changes to job descriptions of the chair, vice-Chair and the role of the EC

Work to ensure the long-term sustainability of RARE by supporting the recruiting, nominating and orienting of volunteers who share RARE's values for RARE's committees and Board, particularly those under 55 years old.

Board members will be sensitive to RARE's racial and gender diversity goals when nominating and electing people to serve on RARE's Board and committees.

Participate in annual reviews of the Board's and the Executive Committee's performance, bylaws, and adherence to RARE's mission, vision, culture, and values.

Understands the challenges of the communities we serve (students furthest from education justice). To that end, Board Directors are familiar with the Puget Sound/Seattle students' issues. While living in the Puget Sound area is not mandatory, it is recognized that those who do could better serve those communities that those living outside the area. Connections with community groups and community leaders is a recognized benefit.

With the recommendation of the People and Governance Committee and the Executive Committee, approves the filling of both emergency and planned vacancies on the Board of Directors and Executive Committee rosters.

Exercise a legal **duty of care**, which means to attend meetings, be reasonably informed, participate in decisions, pay attention, exercise independent judgment, and review the finances. In exercising these duties, directors may rely on information, opinions, reports, or statements prepared or presented by officers or employees of the corporation, legal counsel, accountants and other professionals, or committees of the board of which the director is not a member.

Exercise a legal **duty of loyalty**, which means never use information gained through his/her position for personal gain, always act in the best interests of RARE, don't act in his/her own personal interest or that of related third parties, and put RARE's interests before their personal and professional interests. This includes adherence to RARE's conflict of interest policy (report, recuse and leave the room), avoidance of the use of corporate opportunities for the individual's personal gain or benefit, and strict nondisclosure of RARE's confidential information.

Exercise a **duty of good faith**, which means be faithful to RARE's mission, not act in a way that is inconsistent with RARE's goals, be trusted by the public to manage donated funds to fulfill RARE's charitable mission, comply with applicable laws, maintain tax-exempt status, and adhere to RARE's bylaws.

Hire, direct and review any management personnel, such as a President or Executive Director.

Ensure effective organizational planning.

Expectations of the Individual Board Director

- Be able to commit preparation for and attendance of board and committee meetings.
- Be an active member of at least one committee.
- Participate in fundraising activities and solicitations.
- Maintain transparency to members, donors, and other affiliated organizations.
- Take advantage of and engage in education that furthers understanding of racial equity.
- Recruit members to serve on committees and the Board who will further the mission of RARE.

Skills/Qualifications

We are looking for people who exhibit these qualities:

- Embodies RARE's values;

- Collaborative nature;
- Leadership experience or shows great potential;
- Analytical
- Visionary (sees 3-5 years out)
- Willingness to learn / try new skills;
- Social responsibility;
- Strong work ethic and a self-starter; and
- Willing to listen and take and give constructive criticism.

We appreciate people who have experience or skills in the following areas:

- Diversity, equity, inclusion and belonging;
- Non-profit or community organizations;
- Fundraising;
- Education;
- IT;
- Legal;
- Finance/budget/tax;
- Marketing/communications;
- Social Media;
- Scholarship/Awards; and
- Volunteer work.