



Developing Kingdoms In Different Stages (Developing K.I.D.S.)

Volunteer Board of Directors Position Description

Mission

The mission of Developing K.I.D.S. is to provide best-in-class programming to strengthen urban communities by developing intergenerational youth leaders, driving academic enrichment, instilling civic engagement and providing opportunities for youth to become strong contributors in their community.

In 2019, we served over 600 youth directly and their families through more than 1,800 hours of programming. In 2020, we served 350 youth and their families in the midst of the pandemic.

Vision

Our vision is that Detroit will be enhanced with strong families and caring neighbors who work together to ensure that children and adults are equipped with the skills and knowledge they need to acquire the resources and opportunities they'll need in order to lead fulfilling lives and live in safe and productive environments.

Expectations of the Board as a Whole	Expectations of Individual Board Members
<p>As the highest leadership body of the organization and to satisfy its fiduciary duties, the board is responsible for</p> <ul style="list-style-type: none">• Determining the mission and purposes of the organization• Selecting and evaluating the performance of the CEO/Executive Director• Strategic and organizational planning• Ensuring strong fiduciary oversight and financial management• Fundraising and resource development• Approving and monitoring Developing K.I.D.S.' programs and services• Enhancing Developing K.I.D.S.' public image• Assessing its own performance as the governing body of Developing K.I.D.S.	<p>Each individual board members is expected to</p> <ul style="list-style-type: none">• Know the organization's mission, policies, programs and needs• Faithfully read and understand the organization's financial statements• Serve as active advocates and ambassadors for the organization and fully engage in identifying and securing the financial resources and partnerships necessary for Developing K.I.D.S to advance its mission• Leverage connections, networks, and resources to develop collective action to fully achieve Developing K.I.D.S.' mission• Give a meaningful personal financial donation• Help identify personal connections that can benefit the organization's fundraising and reputational standing, and can influence public policy• Prepare for, attend, and conscientiously participate in board meeting• Participate fully in 1+ committees
<p>Board Members are also expected to:</p> <ul style="list-style-type: none">• Follow the organization's bylaws, policies, and board resolutions• Sign an annual conflict-of-interest disclosure and update it during the year if necessary, as well as disclose potential conflicts before meetings and actual conflicts during meetings• Maintain confidentiality about all internal matters of Developing K.I.D.S.	

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Priority areas of assistance:

- **Development/Fundraising**
 - **Identify and open** doors with introductions to prospective donors and corporate sponsors; **Build** relationships with high-net-worth donors; **Ask** for contributions; **Sell** tickets for events; **Donate** a gift you would be proud to give; **Support and encourage** all fundraising activities
- **Social Network Promotion**
 - **Proactively post** new content and conversations to showcase and build awareness about organization; **Respond and re-post** organization's content to yours and others' social media profiles; **Actively** engage in, and maintain interest in social media campaigns initiated by the organization; **Attend** 1-3 networking events per yr.
- **Financial Oversight**
 - **Approve and maintain** annual operating budget; **Ensure** that income is managed wisely and in accordance with bylaws; **Understand** fiduciary responsibilities of the Board
- **Marketing & Networking**
 - **Serve** as an ambassador and effectively communicate the mission of the organization to others; **Ensure** the development of a marketing and public relations strategy; **Attend** events to develop partnerships, identify potential Board members, build awareness and/or highlight the work of the organization
- **Program Development Oversight**
 - **Assist** Program Director, CEO and other staff in development of program activities to fulfill the organization's mission; **Support** program activities where needed; **Serve** as a volunteer for annual events, programming activities and/or special trips

Time commitment

Board meetings are held monthly on the 4th Wednesday of every other month from 8:00-9:00am. Meetings are held via phone and in-person quarterly with the exception of strategic planning sessions. Committee meetings are held by phone or in-person as needed every other month.

Board of Directors

It is important that the potential candidate can commit their time at a level that is feasible for their lifestyle as well as sufficient for the effectiveness of the Board's work. Therefore, candidates should expect to commit to serve within the range of the following:

- 6-10hrs/month: These hours are divided between Board and committee meetings (2-3 hours) and other tasks in the categories listed above, attending networking events on your own, advocating on behalf of the organization, volunteering or working at fundraising events. Plan to attend at least 75% of monthly meetings. If a member is unable to attend an in-person meeting, they may opt to call in for a maximum of 2 times. In the event of an emergency member will be excused from meeting attendance.