



Volunteer Board Position Description

Chapter Directors

Christian Bell

Kelsey Hitchingham

Board Members

Alicia Weigel

Amanda Bennett

Ana Rodriguez DeFrates

Ashley Bliss Lima

Cassandra Champion

Gena McKinley

Jamarr Brown

Katelynn Essig

Kristen Bowe

Michael Choate

Rachel Brownlow Lund

Sam Robles

Virginia Palacios

National Organization

New Leaders Council (NLC) is a nonpartisan, nonprofit organization that engages a diverse, collaborative national network of progressive political entrepreneurs. NLC is building a growing corps of new progressive leaders who will rise to the top of their fields and work together across sectors to build, expand, and improve the progressive infrastructure necessary for strong democracy, social justice, and equal opportunity.

NLC's flagship program is the Institute, a rigorous six-month training program that focuses on entrepreneurship, advocacy, organizing, and fundraising. NLC seeks out the top tier of emerging progressive leaders from around the country for the Institute, building a community of vetted, trained progressive leaders with the skills and support system to help to change the way politics is done and foster a more equitable, just America.

NLC has 47 chapters across the country in red and blue states, and has trained over 6,000 fellows on goal-setting, public relations, economics, volunteer management, and more. Our membership is a true reflection of the Millennial generation, with 57% of our NLC community identifying as people of color and 53% women. NLC is one of the few organizations focused on building a new governing coalition.

Austin Chapter History

A group of young, progressive Austinites got together with several members of the Houston chapter's founding board to discuss their shared goals--a stronger progressive infrastructure for Texas that would engage new generations and a wider audience. Ten leaders stepped up and launched the first institute for the Austin chapter in January 2016.

Austin is currently one of four NLC chapters in Texas. Our sister chapters include San Antonio, Houston, and Dallas. We look forward to welcoming new chapters in El Paso, the Rio Grande Valley, Fort Worth, and maybe even East Texas by 2020.

The Austin chapter has graduated over 50 fellows since our chapter was founded in 2016. Through the six-month NLC Institute, we equip our leaders with the skills to transform their communities through entrepreneurship, advocacy, and creating networks of thought leaders. NLC leaders take their skills back to their communities and workplaces to impact progressive change.

Texas has a proud progressive history. We're here to write the next chapter.

Volunteer Board Member Title: Fundraising Chair

Work Location: Austin, TX

Purpose of the Position: Manage and implement the chapter's fundraising strategy, using guidance from the organization's national entity.

Responsibilities and Duties:

- Plan and implement the year-round chapter fundraising strategy
- Hold board members and fellows accountable to meeting quarterly objectives
- Organize logistical details for the annual Chapter Fundraiser such as securing a venue and date for the fundraiser. Manage the board in confirming additional logistical details for the event.
- Develop a milestone fundraising calendar for the chapter fundraiser event.
- Understand and comply with all of the national entity's guidance documents and policies, and be a resource for other board members on these policies
- Establish a committee of alumni who are not in board positions to help with discrete tasks and fundraising strategy. Hold monthly check-ins with the committee.

Qualifications:

- Extremely organized fast learner
- Able to plan in detail using realistic timelines
- Communicates verbally and in writing using clear and concise language
- Communicates in a timely manner via email, phone call, text message, and Slack.
- Able to understand and communicate the organization's mission and goals in a clear, motivating, and convincing manner to the board, fellows, volunteers, and potential donors.
- Able to inspire and motivate adults to meet ambitious goals.
- Intermediate skill using spreadsheets to compute basic statistics such as totals, counts, and ratios (e.g. experience using pivot tables and functions such as VLOOKUP).
- Able to facilitate a fundraising program that results in the chapter reaching at least the required minimum amounts to maintain sustainability of the program, and ideally exceeds goals set by the chapter's membership.
- Cultivates donor relationships, while growing and maintaining a base of recurring donors.
- Creatively targets donors throughout the Austin area and identifies new opportunities for fundraising.

General expectations for all board members:

- Attend a monthly board meeting lasting approximately one hour.
- "Write or raise" a minimum of \$250 per year for the organization.
- Check NLC email account at least every other day, and respond to requests within 24 hours.
- Attend a monthly one-hour National Call.
- Board members are expected participate in recruitment and selections, attend alumni events, at least one Institute day, and the chapter fundraiser.

Commitment Expected:

- Minimum one-year, preferred two-year commitment
- Workload: two to five hours per week, including monthly board and national calls

Training: Initial training will take approximately three hours, and board members will be available outside these times to help answer questions and acquaint you with the various guidance manuals and resources provided by the national office.

Deadline to apply: October 20, 2018

Please submit resume and cover letter to austin@newleaderscouncil.org and include "Fundraising Chair Application" in the subject line.