



Board Member & Senior Leadership Team Member Expectations

As a YNPN Boston Board Member, I will:

- Serve in a dual-leadership capacity as board member (governing) and senior leadership team member (managing) to advance our all-volunteer organization:
 - Board Member - Exercise sound, responsible fiscal and legal oversight of the organization and steward the mission of YNPN Boston
 - Senior Leadership Team Member - Engage in strategic oversight, appropriate delegation, and management of a functional area of the organization (as designated) and take responsibility for its success as part of the overall strategy of the organization
- Commit to serving a two-year term, renewable by board vote
- Dedicate an average of 20-25 hours per month to YNPN Boston-related activities, work, and management
- Make every attempt to attend all:
 - Board meetings (12 annually)
 - Leadership Team meetings and socials (4 annually)
 - Half-day board retreats (2 annually)
 - Leadership Team onboarding sessions (1-2 annually)
 - YNPN Boston events (1 networking event monthly, 1 professional development event quarterly)
- Plan and facilitate regular team meetings with my Ambassadors
- Invest in the leadership and professional development of my Ambassadors
- Provide opportunities for growth and professional development of the Ambassador team at-large where interests and skills may align
- Volunteer for and willingly accept assignments and complete them thoroughly and on time
- Communicate in a timely manner if I cannot complete a task or attend a meeting or event.
- Make an annual gift at a level that is meaningful to me (suggested range: \$50 to \$100)
- Respond to all YNPN Boston-related emails within 48 hours.
- Represent YNPN Boston to the Greater Boston community (and beyond!)
- Be a team player in supporting the [mission](#) of YNPN Boston.
- Help the entire Leadership Team meet our organizational goals for the year
- Be bold and take new steps in my professional development journey.
- Be a rockstar!

In any given my month, my 15-20 hours dedicated to YNPN Boston could include but may not be limited to:

- Participating in the meetings and events listed above

- Meeting and/or communicating regularly with my Co-Director regarding team projects and priorities
- Planning and facilitating 1-2 team meetings—in-person or virtual
- Ensuring that team projects move forward
- Managing my Ambassador team by providing oversight and support of their work, assessing their experience, and providing them with ongoing professional development
- Initiating and responding to communications from other Leadership Team members regarding projects

In return, YNPN Boston will:

- Be understanding of busy lives
- Give timely notice for important dates
- Support you in your professional and personal growth
- Connect you to professional development opportunities and a network of peers
- Provide free admissions to all YNPN Boston professional development events
- Provide you with opportunities to practice new skill sets
- Do what we need for you to get the most out of this experience—remaining open to giving and receiving feedback as needed
- Foster a welcoming, safe, and supportive environment for all YNPN Boston Board Members
- Challenge you to think critically and strategically
- Be your champions!