

## **Board Member Job Description**

**Fall 2020**

### **Rising Leaders Institute Chair**

#### **Position Summary**

Coordinate the overarching program initiatives with the Programs Chair, paying special attention to the Rising Leaders Institute curriculum. Work with Nonprofit Associations of the Midlands and the RLI curriculum committee to develop, facilitate, and evaluate the Rising Leaders Institute program.

#### **Roles and Responsibilities**

- Coordinate marketing tactics for the RLI program with the Communications Chairs and NAM, incorporating ynpnGO DEI priorities in the recruitment and selection processes.
- Host regular RLI curriculum committee meetings. This committee shall be comprised of RLI program alumni, NEI or mentors, the NAM program director, and the ynpnGO Rising Leaders Institute Chair.
- Develop the RLI program budget. Work with the Fundraising Chair to develop relationships with funders, write grant applications, and complete grant assessments.
- Coordinate the logistics for and attend all RLI program sessions and curriculum committee meetings.
- Collaborate with other board members on overarching organizational strategies and specific projects, as well as support other board members' roles and responsibilities as needed.
- Serve as an advocate for ynpnGO in the nonprofit community.

#### **Knowledge, Skills, and Abilities**

- Self-motivated and self-driven, with a passion to enhance the nonprofit sector.
- Team-player with willingness to support all board members and committees as needed.
- Creative and strategic thinker who will promote the mission of ynpnGO to the community at large.