



BOARD OF DIRECTOR APPLICATION

BOARD APPLICATION PACKAGE



BOARD OF DIRECTOR APPLICATION

POSITION OBJECTIVE: Unashamed, Inc is organized exclusively for charitable, religious, educational and scientific purposes within the meaning of section 501 (c)(3) of the Internal Revenue Code. The board of directors shall oversee the legal matters of Unashamed, Inc and be in charge of all finances and properties of Unashamed Inc.

POSITION DURATION: The term of office for each member of the board of directors shall be three (3) years, at which time such member may be elected for a second term. After serving two (2) full terms, a person is not eligible for service on the board of directors for one year.

MISSION OF UNASHAMED: Unashamed, Inc fosters emotional health in families that have been involved with incarceration, foster care, and teen pregnancy. By discerning and addressing unhealthy patterns that repeat through generations, Unashamed helps disadvantaged families transition from surviving to thriving.

TYPE OF LEADERSHIP: The Unashamed, Inc Board of Directors acts as a hybrid of active and governing leadership involvement.

ESSENTIAL FUNCTIONS:

The board of directors is legally and ethically responsible for all activities of the organization. To that end it:

1. Determines how the organization will carry out its mission through long and short-range planning
2. Adopts an annual budget and provides fiscal oversight
3. Recruits, orients, and develops board members
4. Hires and evaluates the performance of the executive director
5. Evaluates its performance and overall performance of the organization in achieving the mission
6. Establishes policies for the effective management of the organization

Responsibilities:

- Understand and promote the organization's mission
- Be familiar with the organization's programs, policies, and operations
- Attend board meetings (every fourth Thursday of each month, unless notified in advance) and appropriate committee meetings
- Actively serve on at least one committee and offer to take on special assignments
- Review agenda and supporting documents prior to meetings
- Make an annual contribution to the organization commensurate with ability
- Participate in fund raising activities and special events
- Keep current on affordable housing issues and developments in program areas
- Strictly adhere to conflict of interest policies
- Strictly adhere to confidentiality policies



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- Speak at churches, businesses, and other organizations to raise awareness and/or funds for the foundation.
- Recruit potential volunteers, employees, and board members for the foundation.
- Pray diligently and “continually” for Unashamed, Inc and the work that it is called to do.

Time Demands (approximate):

- Attend and actively participate in at least 75% of board meetings (10 monthly board meetings, approximately 2 hours in length, on the 4th Thursday of each month, unless notified in advance)
- Attend and actively participate in committee meetings and related work (1-3 hours per month as determined by the committee)
- Attend and actively participate in the annual planning retreat (1 weekend day)
- Attend and actively participate in the annual meeting (approx. 3-4 hours)
- Attend special events such as fundraisers (2 fundraisers per year recommended)
- Attend new board member orientation (approx. 3-4 hours)
- Meet with potential donors/funders to make a case for funding the organization, answer questions, etc. (approx. 4 hours annually)

Financial and Resource Development Expectations:

- Make an annual gift of \$50 to the organization (in order to achieve 100% board giving)
- Sell tickets to fundraising events
- Recruit sponsors, as needed
- Identify and cultivate potential donors

Board Members Expectations

To help Unashamed, Inc be successful and to be a valued board member, I will keep the following as my expectations:

- I am responsible for the stability and development of Unashamed, Inc. As a member of the Governing Board, I pledge to help carry out the mission of the foundation.
- I am responsible to review, approve, and monitor the annual budget.
- I am responsible to take an active role in fundraising for the organization. Along with my other board members accept the responsibility of meeting the annual campaign goal as established in the budget.
- I am responsible to understand the legal aspects of the organization and to ensure proper policies are established and to monitor implementation of these policies.
- I agree to give a financial donation annually.
- I understand that board service will involve a commitment of my personal time, talent and energy.
- I will be active on one or more committees.



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- I understand that my attendance at board and committee meetings is crucial to the progress of the foundation and will commit to be present 80% of the time.
- I agree to keep confidential any sensitive information shared at board or committee meetings, or in conversations with staff or other board members.
- As a member of the board, I pledge to carry out this agreement to the best of my ability and to trust and encourage my fellow board members to do likewise.



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Today's Date: _____

Name _____ **Phone (Home)** _____

Address _____ **(Cell)** _____

City _____ **State** _____ **Zip** _____

Email _____

Marital status _____ **DOB:** _____

Occupation _____

Educational Background _____

1. How did you first become aware of Unashamed, Inc?

2. Briefly state what makes you interested in joining the Unashamed, Inc Board of Directors. Please include any previous volunteer work you may have done for the Center.

3. Describe both current and past positions held, or services performed for other nonprofit organizations including any official positions held.

4. What gifts, talents, experiences, or personal traits would you bring to this board?



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5. How do you handle conflict with others?

6. A normal term in office is three years. Are you able to commit to this amount of time to serve on the Board of Directors? ____ yes ____no

7. Board Meetings are held once a month. (4th Thursday of the month, beginning at 7:00pm)
Are you able to commit to attending regular monthly Board Meetings?
____yes ____no ____I'm not sure

8. Are you willing or interested in helping to serve the foundation and its needs during other activities, such as fundraisers, meet & greets, and speaking at events? ____yes ____not at this time

If yes, which options interest you?

- ❖ Quarterly Workshops
- ❖ Unashamed, Inc Holiday Party
- ❖ Speaking at events about Unashamed, Inc
- ❖ Meet and Greets
- ❖ Fundraisers
- ❖ Marketing/Branding of Unashamed, Inc

9. Are you uncomfortable with any aspect of Foundations Guiding Principles or Mission Statement?
____yes ____no If yes, please specify:



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References

Please list the names and addresses of two people, whom we may contact for references for becoming a board member of Unashamed, Inc?

Name _____ Phone _____

Address _____

City _____ State _____ Zip _____

How do you know this person? _____

How long have you known this person? _____

Name _____ Phone _____

Address _____

City _____ State _____ Zip _____

How do you know this person? _____

How long have you known this person? _____

**Thank you for filling out this application. Our Board President will get back to you shortly.
Please list your preferred avenue of contact:**

Phone: _____ Text: _____ Email: _____