



**Job Description for Board Members
Hudson Valley LGBTQ Community Center
July 2020**

Center's Mission:

"As a safe, supportive environment, the Hudson Valley LGBTQ Community Center provides services, professional resources, and programs that unite the lesbian, gay, bisexual, transgender, and queer community across lines of age, race, gender, and economics. It will strengthen, support, and celebrate LGBTQ individuals, families, and groups in their efforts to achieve their fullest potential.

The Center, founded in 2005, will strive for positive social change through advocacy, community education, cultural awareness, and wellness programs that assist in the creation, development, and growth of LGBTQ affirming organizations, institutions, and culture within the community at large."

Board Responsibilities and Expectations

Because we all share in this commitment, it is important that you understand what is expected of members of the board of directors. The Center's Board focuses on policy, fiscal, and strategic planning in collaboration with our Executive Director.

Board Members are expected to perform as follows:

1. Attend and participate in the Board's monthly meetings, held on the fourth Monday of each month from 6:00 p.m. to 8:00 p.m.
2. Attend and participate in as many Center programs and events as possible, many of which are held on weekday evenings and weekends.
3. Participate in at least one Center committee, standing or *ad hoc committee*.
4. Serve as an ambassador for the Center by engaging a minimum of five new members of the community as donors and/or participants in Center-related activities per year.
5. Play a significant role in the Center's fundraising, through an individual's own contributions and/or through soliciting others to donate to the Center.

Board members are expected to be involved in a substantial way with the major events the Center produces each year, which include the following:

- The Board Pride Appreciation of Volunteers on Saturday before PRIDE
- The Gala in March and Festival as well as other Pride Celebrations in June
- The Fall Fundraising Event
- Pride Picnic in Spring

Terms of Service

Board members serve three-year terms, and a board member can be renewed for an additional three years. Each board members will meet with another board member (who serves on the Governance Committee) annually to review and discuss their achievements and contributions for the year and have an opportunity to set goals for the coming year.

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Continue to the next page to review and complete board application.
Thank you.

In addition, Board members are expected to be involved in a substantial way with the major events the Center produces each year, which include the following:

- The Annual Meeting in June
- The Board Pride Appreciation of Volunteers on Saturday before PRIDE
- The Gala in March
- The Pride Celebration in June
- The Fall Fundraising Event

As part of your application, please complete the following questions that give us a sense of your skills and how you want to contribute to the work of the Board.

Why do you want to serve on the Board of Directors?

What skills or expertise do you want to bring to your service on the Board?

What goal(s) do you have for the Hudson Valley LGBTQ Community Center or what would you like to see the Center do that it does not now do.

Please add anything else you would like to be considered by the Nominating Committee.

I support the mission of the Center, and I have read, understand, and agree with the expectations listed above for Center Board members.

Signature:

Date:

In addition to this application, you are encouraged to submit your resume and any additional information that you would like considered.

Please email or mail this application and attachments to Phoenix Kawamoto and James Walker, Interim Board Presidents at CenterBoard@lgbtqcenter.org

Should you have any questions as you compile your application, please or not hesitate to e-mail Phoenix or James.

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