



The HUB Central Access Point for Young Adults

Mission Statement:

To provide unconditional support and access to services for young people as they become productive, independent, and active members of the community.

Our vision at The HUB is preparing young adults for life and building a stronger community.

Our core values:

Helping young people achieve success while respecting their individuality

Unconditional positive regard

Believing in the abilities, goals and dreams of every young

Position

The Board will support the work of The HUB Central Access Point for Young Adults and provide mission-based leadership and strategic governance. While day-to-day operations are led by The HUB's Executive Director (ED), the Board-ED relationship is a partnership, and the appropriate involvement of the Board is both critical and expected. Specific Board Member responsibilities include:

Leadership, governance, and oversight

- Serving as a trusted advisor to the ED as s/he develops and implements The HUB's strategic plan
- Reviewing outcomes and metrics created by The HUB for evaluating its impact, and regularly measuring its performance and effectiveness using those metrics; reviewing agenda and supporting materials prior to board and committee meetings
- Approving The HUB's annual budget, audit reports, and material business decisions; being informed of, and meeting all, legal and fiduciary responsibilities
- Selecting the ED when a position opening position arises
- Contributing to an annual performance evaluation of the ED
- Assisting the ED and board chair in identifying and recruiting other Board Members
- Partnering with the ED and other board members to ensure that board resolutions are carried out
- Serving on committees or task forces and taking on special assignments

- Assessing the Board's own performance as it governs the organization
- Representing The HUB to stakeholders; acting as an ambassador for the organization. This requires knowledge of The HUB's mission, programs, and needs.
- Ensuring The HUB's commitment to a diverse board and staff that reflects the communities The HUB serves
- Ensuring The HUB operates with legal and ethical integrity
- Enhancing The HUB's public image within the community through leveraging board member connections, networks, and resources

Fundraising

The HUB Board Members will consider The HUB a philanthropic priority and make annual gifts that reflect that priority. So that The HUB can credibly solicit contributions from foundations, organizations, and individuals, The HUB expects to have 100 percent of Board Members make an annual contribution that is significant to them.

Additionally, HUB Board Members will be expected to assist with preparations for as well as participate in fundraising events that benefit the organization. Board members are strongly encouraged to assist in identifying and securing financial resources and partnerships that enable The HUB to advance its mission.

Board terms/participation

The HUB's Board Members will serve a three-year term to be eligible for re-appointment for one additional term. Board meetings will be held bi-monthly and committee meetings will be held in coordination with full board meetings. Regular attendance at and preparation for all board and committee meetings is expected.

Qualifications

This is an extraordinary opportunity for an individual who is passionate about The HUB's mission and who has a track record of board leadership. Ideal candidates will have the following qualifications:

- Extensive professional experience with significant executive leadership accomplishments in business, government, philanthropy, or the nonprofit sector

- Lived experiences that help best connect the needs of young adults served with strategic oversight by board of directors
 - Respect the experiences of all who bring their voices and lived experience into the boardroom and the organization
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- A commitment to and understanding of the young adults served by The HUB's programs
 - Savvy diplomatic skills and a natural affinity for cultivating relationships and persuading, convening, facilitating, and building consensus among diverse individuals
 - Personal qualities of integrity, credibility, and a passion for improving the lives of young adults served by The HUB
 - Commitment to maintaining confidentiality about all internal matters of The HUB
 - Signing The HUB's Board Member Conflict of Interest Policy on an annual basis, updating it as necessary, as well as disclosing potential conflicts before meetings and actual conflicts during meetings

Service on The HUB's Board of Directors is without compensation.



The HUB- Central Access Point for Young Adults
Board of Directors Fact Sheet

Board Charter	The Board of Directors is responsible for providing leadership and governance for The HUB and its services. The Executive Director reports to the Board.
Board Meetings	<p>The Board currently meets the fourth Tuesday of every other month from 12:00-1:15 PM.</p> <p>Ask timely and substantive questions at board and committee meetings consistent with personal conscience and convictions, while supporting the majority decision on issues decided by the board.</p>
Board Size	Minimum of 7 members.
Attendance	Attendance at Board Meetings is expected. If a Board Member cannot be present, it is expected that he/she let the Executive Director know immediately as absence may affect quorum.
Committees	Serve actively on committees.
Fundraising	Make a meaningful personal gift and participate actively in all organizational fundraising special events, programs, and activities.
Professional Development	Attend an initial orientation and stay informed about issues and activities. Attend board development activities as needed.
Community	Articulate The HUB's mission, accomplishments and goals to the public and garner support from the community
Fiduciary Responsibility	Ask timely and substantive questions at board and committee meetings consistent with personal conscience and convictions, while supporting the majority decision on issues decided by the board.
Ethics	<p>Act in the best interest of The HUB. Avoid even the appearance of a conflict of interest that might embarrass the Board or Organization. Disclose any conflicts of interest and excuse themselves from discussions and votes where they have a conflict of interest.</p> <p>Never accept (or offer) favors or gifts from (or to) anyone who does business with the HUB.</p>



The HUB- Central Access Point For Young Adults

BOARD OF DIRECTORS APPLICATION

Name	Occupation
Home Address	Work Address
Home Phone	Work Phone
Email	

Tell us why you are interested in serving on The HUB's Board of Directors:

Tell us about any special skills or experience you could bring to the Board:

Tell us about any previous experience with issues related to working with at-risk Youth and Young Adults:

Please tell us about any other Boards you are currently serving on:

Please describe your professional connections in the community:

Tell us about your other volunteer work in the community:
