

<b>I. Identifying Information</b>			
Job Title:	Member of the Board of Directors	Job Code:	UWAAF001
Program/Dept.	Governance	Non-Exempt	<input type="checkbox"/>
Location:	Minneapolis	Exempt	<input type="checkbox"/>
Reporting to:	Board Chair	Exemption Test:	Governance
EEO Category:	NA	Revised:	07/2022
Salary Ranges:	Volunteer		

## **II. Job Summary**

Until We Are All Free Movement's mission is to be a human rights organization led by formerly incarcerated criminal justice experts. We focus on building capital, resources, and support to provide pathways to civic and economic liberation for individuals disenfranchised by mass incarceration. For more information, UWAAF's website at [www.UWAAF.org](http://www.UWAAF.org)

The Board will support the work of the Until We Are All Free Movement (UWAAF) and provide mission-based leadership and strategic governance. While UWAAF's Executive Directors lead day-to-day operations, the Board-Executive Directors relationship is a partnership, and the appropriate involvement of the Board is both critical and expected.

## **III. Essential Job Functions**

### **1. Leadership, governance and oversight**

- Serving as a trusted advisor to the Executive Directors as s/he develops and implements UWAAF's strategic plan
- Reviewing outcomes and metrics created by UWAAF for evaluating its impact and regularly measuring its performance and effectiveness using those metrics; reviewing agenda and supporting materials before board and committee meetings
- Approving UWAAF's annual budget, audit reports, and material business decisions; being informed of and meeting all legal and fiduciary responsibilities
- Contributing to an annual performance evaluation of the Executive Directors
- Assisting the Executive Directors and board chair in identifying and recruiting other Board Members
- Partnering with the Executive Directors and other board members to ensure that board resolutions are carried out
- Representing UWAAF to stakeholders; acting as an ambassador for the organization
- Ensuring UWAAF's commitment to a diverse board and staff that reflects the communities UWAAF serves

### **2. Fundraising**

UWAAF Board Members will consider UWAAF a philanthropic priority and actively seek out funds that reflect that priority. So that UWAAF can credibly solicit contributions from foundations, organizations, and individuals. Board members will be expected to collaborate on fundraising to set and meet fundraising goals.

## **IV. Position Requirements:**

This is an extraordinary opportunity for an individual who is passionate about UWAAF's mission and who has a track record of board leadership. Selected Board Members will have achieved leadership stature in business, government, philanthropy, or the nonprofit sector. His/her accomplishments will allow him/her to attract other well-qualified, high-performing Board Members.

Ideal candidates will have the following qualifications:

- Justice impacted individuals
- Extensive professional experience with significant executive leadership accomplishments in business, government, philanthropy, or the nonprofit sector
- A commitment to and understanding of the justice system impacted community, preferably based on experience.
- 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 individuals impacted by the justice system

#### **V. Board terms/participation/What to Expect**

- UWAAFMs Board Members will serve a three-year term to be eligible for re-appointment for one additional term. Board meetings will be held quarterly, and committee meetings will be held in coordination with full board meetings.
- Board meetings will be held quarterly. Attendance is expected at all quarterly board meetings (3 - hours) and attendance for at least eight meetings per year when meeting monthly around 4:30 pm on the second Tuesday each month (2 hours). UWAAFMs might need some members of the Board to attend committee meetings.
- Meetings will be in person whenever possible. Virtual meetings will be held as needed.
- Serving on committees or task forces and taking on special assignments
- Service on UWAAFMs Board of Directors is a voluntary investment of time, except for administrative support, travel, and accommodation costs in relation to Board Members' duties.