Title:

BOARD MEMBER

Reports to: President of the Board

Function: Responsible for providing the human, fiscal, and community resources required to enable or enhance the capacity of the organization to achieve a balanced intake and support for tutors and learners. Responsible for providing the expertise and guidance required to conduct the organization's affairs, and to provide a vital link to appropriate communities when required to accomplish all the above.

Requirements: Each Director on the Board is required to:
1) Attend at least 2/3 of Board Meetings (typically four of six; missed meetings must be excused);
2) Actively serve on at least one committee by attending committee meetings and fulfilling assigned committee responsibilities;
3) Make telephone calls, presentations, or sell tickets at least once each year to support LVWC activities;
4) Attend a minimum of three special functions;
5) Read all correspondence sent by LVWC.

Duties:
1) Make a serious, long-term commitment to the cause of literacy;
2) Understand the goals, policies, and programs of the organization;
3) Attend meetings and participate in the policy-making decisions of the Board;
4) Participate actively on one or more of the Board's committees suited to a member's interests and skills;
5) Provide assistance on an individual basis to the paid staff in areas of personal expertise;
6) Foster the organization's approach to solving the problems of illiteracy in other spheres of influence where members have leadership responsibilities;
7) Take financial responsibility for the organization by overseeing revenue and expenditures and assisting with resource development.

Qualifications:
1) A strong concern for the functionally illiterate, the limited English proficient, or those disempowered at least partially due to functional illiteracy or limited English proficiency;
2) Experience and knowledge pertinent to adult education, individual or community development, or management of a business or nonprofit;
3) A desire to represent the residents of Wayne County or a specific community within Wayne County.