



Boston Cares Associate Board Member

Who We Are:

Boston Cares is the largest volunteer agency in New England, an Innovation Hub within the global Points of Light network, and a leader in the volunteer engagement sector. Our year-round programs and seasonal signature service events engage adults, children and teens, and corporate partners who annually serve 70,000+ hours at almost 200 schools and nonprofits in Boston and the surrounding communities. Since 1991, the Boston Cares community has generated over 1 million hours of service.

Boston Cares mobilizes and trains individual and corporate volunteers who strengthen communities and improve the lives of people in need. We partner with schools, nonprofits, and corporations to offer innovative initiatives that are community responsive, impactful, and sustainable.

We, as Boston Cares, endeavor to have a board and staff that reflect the diversity of the communities we serve. We believe that these communities must be centered in the work we do. Hence, we strongly encourage applications from people of color, multilingual, multicultural, ability, and LBGTQIA+ people and people of all economic backgrounds from Boston and the surrounding communities. As an organization, we will continuously strive to create an inclusive environment where everyone feels welcome and supported.

Learn more at www.bostoncares.org.

Position Summary:

The Boston Cares Associate Board (AB) actively supports the Board of Directors and works closely with staff to raise the organization's public profile in Boston and the surrounding communities. The AB assists Boston Cares in making measurable progress towards clearly defined strategic goals related to fundraising, marketing, and programming. We are seeking bright, motivated, and dedicated leaders committed to furthering Boston Cares' mission and strategic plan through hands-on initiatives. Members will work closely with the Board of Directors and staff and will have the opportunity to develop skills that prepare them for opportunities in nonprofit organizations and/or Board of Director positions.

What you'll do:

AB members work to reinforce the strategic direction set by the Board of Directors by:

- Serving on a Board of Directors Committee and providing hands-on contributions to the work of that Committee (e.g. Diversity, Equity and Inclusion; Governance; Grants; Marketing & Development; Strategy & Impact)
- Attending monthly Board Committee meetings and Board of Directors meetings
- Reinforcing Boston Cares' existing connections and tapping into more diverse networks
- Expanding awareness of the organization among key stakeholders in government, nonprofit and corporate leadership, media, and philanthropy
- Proclaiming Boston Cares' mission, vision, and values through active participation and membership (versus simply being an intermediary or referral source)
- Developing materials and messaging to effectively communicate Boston Cares mission and role
- Reviewing materials and attending training(s) as needed to represent Boston Cares in external settings

Additionally, AB members will:

- Serve for a fixed term (2 years) with possible renewal
- Meet an annual \$250 "Give or Get" goal
- Be, or become, Boston Cares members

Qualifications:

- Interest and experience in one or more of the following areas: Diversity, Equity, and Inclusion; Governance; Grants; Marketing & Development; Strategy & Impact
- Strong communication and cross-functional skills, with the ability to engage, listen and collaborate with various teams from strategy through execution.
- Strong written and verbal communication skills
- Ability to work with a diverse range of stakeholders
- Strong time management and organizational skills, with the ability to manage and prioritize multiple, competing priorities

Applications are due December 3, 2021.

Questions? Email associateboard@bostoncares.org