

A small group
of people making
a BIG impact!



hope shines, inc.

Hope Shines, Inc.- Board Member Job Description

Organization Overview

Hope Shines, Inc. (Hope Shines) is a Denver based international non-profit organization that has a mission of enhancing and improving the lives of Orphans & Vulnerable Children in Rwanda, Africa. We strive to eliminate barriers to success by creating unique education and health programs that empower and develop skills in youth that will lift them from poverty. We envision a world whereby all youth have the opportunity to live healthy happy lives and become leaders in their communities. Please visit www.hopeshines.org to learn more.

Board Overview

In collaboration with other board members, advisors and organization staff, and volunteers, Hope Shines board members provide vision and direction for the organization in areas including, but not limited to, fundraising, strategic planning, general leadership, technical assistance, and advising on special projects/programs.

Board Member Desired Qualifications

- A passion for and understanding of the importance of fundraising;
- A passion for youth development in the developing world and engaging others around these issues;
- Experience with international development programs;
- Willingness to participate in seasonal and annual campaigns;
- A passport, a spirit of adventure, and a willingness to possibly travel and contribute to our projects and programs in Rwanda;
- A positive attitude and a desire to have FUN while creating historical change. Our board members are active members and key advocates for the work we do, helping us to progress in achieving our mission.

Leadership

- Support and evaluate the organization's Executive Director (ED). The Board should ensure that the ED has the moral and professional support he/she needs to further the organization's goals;
- Protect assets and provide proper financial oversight. The board must assist in developing the annual budget and ensure that proper financial controls are in place;
- Review measured outcomes and organizational performance, advising staff on methods for improving overall performance;
- Partner with ED and other board members to ensure all board duties are carried out;
- Assist ED and other board members in identifying and recruiting additional board members;
- Serve on committees as they are developed.

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Stewardship

- Play a key role in networking and partnership building for Hope Shines both in the US and abroad. Primary responsibilities include fundraising, resource generation, and partnership building;
- Participate in all appropriate local Hope Shines events;
- Enhance the organization's public standing. The board should clearly articulate the organization's mission, accomplishments, and goals to the public and garner support from the community.
- Utilize contacts to increase Hope Shines' audience, including increasing access to major donors and high profile personalities that could benefit Hope Shines' visibility, such as corporate partners, members of the media, academic communities, and/or other nonprofit and government leaders.

Requirements

All board members are required to contribute one of the following annually;

- Give: Contribute \$1,000 in direct contributions per year OR,
- Get: Work with prospects and network groups to secure a minimum of \$1,000 in fundraising support per year.

Participation

- Attendance and active participation at organizations quarterly board meetings. Physical or virtual presence at the meetings is mandatory.
- Participation in committees as developed;
- Assist in helping organizing and run our large annual fundraising events.

To Apply or be Considered

Please email Dan Gladden, Hope Shines, Inc. Executive Director at dan@hopeshines.org with a copy of your resume and a brief email that explains your qualifications and your interest in Hope Shines, Inc. We will then follow up with a phone call and arrange a time to meet in person and discuss the potential of joining the board.

* We are especially seeking someone interested in filling the role of Board Treasurer with previous Board Financial Oversight and Management experience preferred.