



California Latinas for Reproductive Justice Board Member Position Description

Position

The Board will support the work of California Latinas for Reproductive Justice (CLRJ) and provide mission-based leadership and strategic governance. While day-to-day operations are led by CLRJ's Executive Director (ED), the Board-ED relationship is a partnership, and the appropriate involvement of the Board is both critical and expected.

Board terms/participation

CLRJ's Board Members will serve a three-year term to be eligible for re-appointment for two additional terms. In person Board meetings will be held at least twice a year, and there will be phone meetings every other month. Committee/workgroup meetings will be held in coordination with full board meetings on an as needed basis.

CLRJ Board Members are expected to attend all board meetings by phone/teleconference or in person. If a board member knows that they will not be able to attend a scheduled board meeting, they are expected to contact the ED and/or the Board Chair in advance of the meeting.

Duties

Leadership, governance and oversight

- Serving as a trusted advisor to the ED as they develop and implement CLRJ's strategic plan
- Reviewing outcomes and metrics created by CLRJ 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 CLRJ's annual budget, financial statements, reviews or audits, and material business decisions; being informed of, and meeting all, legal and fiduciary responsibilities
- Contributing to an annual performance evaluation of the ED
- Contributing to an annual performance evaluation of the Board



- 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 working groups and taking on special assignments as needed or requested
- Representing CLRJ to stakeholders; acting as an ambassador for the organization
- Ensuring CLRJ's commitment to a diverse board and staff that reflects the communities CLRJ serves.

Fundraising

- CLRJ Board Members commit to giving or raising (by soliciting contributions from foundations, organizations, and individuals) a specified amount each year (amount to be determined annually) year. CLRJ expects to have 100 percent of Board Members participate in fundraising.
- CLRJ Board Members will participate in fundraising through planning and conducting fundraising activities periodically.