

Blueprint to Artistic Excellence

Job Title:	BOD Member	Job Category:	Management
Department/Group:	Board of Directors	Job Code/ Req#:	BAE_BOD NYC
Level/Salary Range:	Unpaid	Position Type:	Volunteer

ROLE AND RESPONSIBILITIES

The Board will support the work of BAE and provide mission-based leadership and strategic governance. While day-to-day operations are led by BAE's executive director (ED), the Board-ED relationship is a partnership, and the appropriate involvement of the Board is both critical and expected.

Specific Board Member responsibilities include:

Leadership, governance and oversight

- Serving as a trusted advisor to the ED as s/he develops and implements BAE's strategic plan
- Reviewing outcomes and metrics created by BAE 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 BAE'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 ED
- Assisting the ED 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 task forces and taking on special assignments
- Representing BAE to stakeholders; acting as an ambassador for the organization
- Ensuring BAE's commitment to a diverse board and staff that reflects the communities BAE serves

Fundraising

1. BAE's Board Members will consider BAE a philanthropic priority and make annual gifts that reflect that priority. So that BAE can credibly solicit contributions from foundations, organizations, and individuals, BAE expects to have 100 percent of Board Members make an annual contribution that is commensurate with their capacity.

QUALIFICATIONS AND EDUCATION REQUIREMENTS

This is an extraordinary opportunity for an individual who is passionate about BAE's mission. Selected Board Members will have achieved leadership in the arts, 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:

- Extensive professional experience with significant leadership accomplishments in the arts, business, government, philanthropy, or the nonprofit sector
- A commitment to and understanding of BAE's young artists, preferably based on experience in youth development/mentoring
- 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 BAE's young artists.

Service on BAE's Board of Directors is without remuneration, except for administrative support, travel, and accommodation costs in relation to Board Members' duties.

TERM/PARTICIPATION

BAE's Board Members will serve a single two-year term to be eligible for re-appointment for one additional two-year term. Board meetings will be held quarterly and committee meetings will be held in coordination with full board meetings.

HOW TO APPLY

Please send your cover letter and resume to Blueprint2AE@gmail.com.