

## Board/Committee Opportunities

### Alex's Lemonade Stands for Pediatric Cancer Research

[www.AlexsLemonade.org](http://www.AlexsLemonade.org)

*Alex's Lemonade Stand Foundation is a unique foundation that has evolved from a young cancer patient's front yard lemonade stand to a nationwide fundraising movement for childhood cancer. Alex's Lemonade Stand Foundation is committed to raising money and awareness for pediatric cancer causes, primarily research into new cures and treatments, and encouraging and educating others, especially children, to raise money for Alex's Lemonade Stand Foundation for childhood cancer.*

**Address:** 333 East Lancaster Avenue, #414, Wynnewood, PA 19096

**Contact person:** David Brownstein

**Phone number:** 610-649-3034

**Type of position:** Committee Member

**Roles/responsibilities:** Each year a group of volunteers put on a large annual event in June at all 24 metro area Hy-Vee stores. The 2012 Kansas City Lemonade Stands for National Lemonade Days will be held on Friday, June 2 and Saturday, June 3 from 10:00 a.m. – 6:00 p.m. at all 24 metro area Hy Vee Grocery Stores (Missouri: Belton, Blue Springs, Gladstone, Independence (2), Kansas City (2), Lee's Summit (2), Liberty, Raytown, and St. Joseph; Kansas: Lawrence (2), Leawood, Lenexa, Mission, Olathe (2), Overland Park (3), Prairie Village, and Shawnee). We are looking for help to continue growing this charity in Kansas City. The Kansas City efforts are the number two "Grand Stand" for funds raised for Alex's Lemonade Stand Foundation in the nation. The first stand at the Blue Springs Hy-Vee in 2004 which raised \$5000 to the over \$84,000 raised last year from a combination of the Hy-Vee stands, corporate office events, and corporate sponsors, we have now raised over \$183,000 for pediatric cancer research. Each lemonade stand has a dedicated Team Leader/Co-Team Leader volunteer who coordinates efforts and recruits volunteers for their stand. An estimated 600 to 700 volunteers participate in running all 24 lemonade stands each year.

**Board/Advisory Board:** We would like to look into the possibility of forming a Board or Advisory Board or Kansas City based chapter (the first) for Alex's Lemonade Stand (national foundation based in Philadelphia). We would like to get some legal advice on how to do so with minimal to no overhead. We have looked at Barbara Unell's Back in the Swing breast cancer organization ([www.backintheswing.org](http://www.backintheswing.org)) which does a one time event each year and has a board and is registered with the Greater Kansas City Community Foundation. We feel a Board could help us with organizing and planning our big event (and other smaller events) and having a local chapter in KC would open up opportunities for donations from those who only give to organizations with a formal chapter in KC.

**Legal Advice:** How could we set up a Kansas City chapter with little to no overhead and have an Advisory Board to help us?

**Volunteer Coordinator/Recruiter:** Find Team Leader/Co-Team Leader volunteers and regular volunteers to staff each lemonade stand. The Team Leader/Co-Team Leader recruits other volunteers and coordinates their Hy-Vee stand. We provide training. Contact regular volunteers to confirm commitment at each stand. Involves networking with other companies that have volunteer listings or volunteer agencies such as the Volunteer Center of Johnson County to find volunteers. Adults, corporate teams, children, and youth groups are all welcome to volunteer.

**Corporate Sponsor Coordinator:** Help to find new corporate sponsors by contacting companies and sending a sponsorship letter and form (provided) to each. Involves follow-up with corporate sponsors to share results and thank them. Corporate sponsors are need for financial donations to help us achieve our goals as well as for donating flyers or small incentive prizes or thank you gifts for each Team Leader or Co-Team Leader.

**Office Event Coordinator:** Find area companies willing to do an office event such as a denim days or office lemonade stand/baked goods party to raise funds. Often companies will match the funds raised.

**Media/Marketing Coordinator:** This would involve keeping an ongoing list of media contacts and

communicating this with us and Trozzolo Communications (our pro bono advertising agency). It would also entail contacting internet sites like local chambers of commerce, media internet pages (TV, Radio, Newspaper, etc.) and posting blurbs about the upcoming event. Tracking stories run before and after the event so we can show effectiveness. Passive Donation Container Coordinator: These are used at the check-out stands and can be hand-made by children, daycares, schools, etc. Each store needs about 15. They can be made out of, for example, a coffee can with an Alex's Lemonade Stand Coloring Sheet that has been colored put on the front. Thank You Coordinator: This would involve writing thank you's to our corporate donors, media spokespeople, online donors, etc. School Coordinator: We would like to expand Alex's Lemonade Stand into the schools in the metropolitan Kansas City area such as lemonade stands with PTAs or simple events such as passing a bucket for change at high school football games to raise awareness and funds. Children can coordinate having a lemonade stand at their school with lessons in economics (cost of lemonade, number of cups, etc), as well as learn about service (tying into Youth Service Day in the Spring).

**Specific expertise:** Alex's Lemonade Stand Foundation seeks someone with a willingness to help out a growing charity. Any experience or background education in fundraising and working on a charitable project would be appreciated but is not required.

**How often do you meet:** Only as needed. Much can be done over the phone or via email. The peak planning time occurs in the springtime before the June stands, although corporate sponsorships are being sought now in the Fall through Spring.

**Required to serve on a committee?** No.

**Time commitment (board):** None

**Time commitment (committee):** None

**Financial expectations?** All services in Kansas City are volunteered or donated.

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## The Arc of Douglas County

*The Mission of The Arc of Douglas County is to provide advocacy, education and leadership to empower and support individuals with developmental disabilities and their families to live and belong in the community.*

**Address:** 2518 Ridge Court, Suite 238, Lawrence, KS 66046

**Contact person:** Barbara Bishop

**Phone number:** 785-749-0121

**Type of position:** Board of Directors Position

**Roles/responsibilities:** Our board meets six times per year plus one annual membership meeting. Board members also are part of our fundraising team and may choose to be a member of a committee.

**Specific expertise:** We are looking for members who have a broad knowledge of the community especially local businesses and an interest in supporting people with developmental disabilities and their families. Expertise or past experience in fundraising is not required but would be helpful.

**How often do you meet:** The board meets at 5:30 p.m. on either the second or third Monday every other month (Jan. Mar., May, July, Sept., Nov.)

**Required to serve on a committee?** No.

**Time commitment (board):** Usually 1 to 1 1/2 hours per meeting.

**Time commitment (committee):** Committees are situational and meetings are usually one hour in length.

**Financial expectations?** Board members are not required to be donors, but must pay \$15/year national membership fee.

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## **Asthma and Allergy Foundation of America, Greater Kansas City Chapter**

*The Asthma and Allergy Foundation of America, Greater Kansas City Chapter, (AAFA-KC) is committed to enhancing and saving the lives of asthma and allergy sufferers through support, advocacy, education, research and access to treatment.*

**Address:** 400 East Red Bridge Road, Suite 214, Kansas City, MO 64131

**Contact person:** Melissa Bondon                      **Phone number:** 816-333-6608

**Type of position:** Committee Position

**Roles/responsibilities:** Sponsorship Committee: Corporate & Individual Gifts Committee. Logistics/Volunteer Committee: Décor, Entertainment/ Food, Registration, Competition, All Volunteers. Marketing and Communications Committee: Press Releases, Website, social media, Paid advertising, Grassroots methods.

**Specific expertise:** Anyone interested in getting involved!

**How often do you meet:** Every other week until Saturday, April 14, 2012.

**Required to serve on a committee?** Yes.

**Time commitment (board):**

**Time commitment (committee):** Once every two weeks until Saturday, April 14, 2012.

**Financial expectations?** Contributions are welcome.

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## **Asthma and Allergy Foundation of America, Greater Kansas City Chapter**

*The Asthma and Allergy Foundation of America, Greater Kansas City Chapter, (AAFA-KC) is committed to enhancing and saving the lives of asthma and allergy sufferers through support, advocacy, education, research and access to treatment.*

**Address:** 400 East Red Bridge Road, Suite 214, Kansas City, MO 64131

**Contact person:** Melissa Bondon

**Phone number:** 816-333-6608

**Type of position:** Board of Directors Position

**Roles/responsibilities:** Attend a minimum of two consecutive regular and/or special meetings annually of the AAFA Board without a reasonable cause for absence. Serve on Board committees, task forces or as an officer as required. Assume responsibility for being prepared to participate effectively in meetings of the Board, committees and task forces. Contribute to the development of the resource base of AAFA by identification and cultivation of potential sources of financial support for AAFA, active involvement in fund-raising events sponsored by both AAFA and the local chapters, providing direct financial assistance to AAFA through individual gifts or solicitation of such gifts, and engaging in such other activities undertaken by AAFA to enhance its financial base. Represent AAFA in relationships with local chapters, foundations, governmental agencies, professional associations, media and other clientele and constituency groups. Assist the Board and staff on matters in which the individual member has special expertise, i.e., legal, medical, public relations, etc. Develop an understanding of the charter, by-laws, policies and related materials through which AAFA conducts its affairs. Perform such other duties and responsibilities as may be required by Board in carrying out its responsibilities in the governance of AAFA.

**Specific expertise:** Commitment to the mission and purposes of AAFA as demonstrated by -professional or lay involvement in activities concerned with the prevention, treatment and alleviation of conditions caused by asthma and allergies, personal experience with the problems associated with these conditions, previous experience in working in a lay or professional capacity with health institutions and agencies, and other evidence of an identification with the purposes of AAFA. Able to attend a minimum of two consecutive Board meetings annually. Willingness to attend and participate in Board committees or task forces as needed. Possess a specialized skill needed by AAFA in areas, such as legal, fiscal, fund- raising, public relations, legislative, public health and research. Capacity to contribute to the financial needs of AAFA by becoming a professional member of the Foundation, and providing financial support to AAFA directly or by arrangement of support from other sources. Knowledge of the philanthropic, governmental, professional and other communities and their potential for supporting AAFA. Understanding the special role of the voluntary health agency in our society.

**How often do you meet:** Quarterly.

**Required to serve on a committee?** Yes.

**Time commitment (board):** 18+ hours a year.

**Time commitment (committee):** 30+ hours a year.

**Financial expectations?** Annual contribution required as part of Board commitment.

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## Big Brothers Big Sisters of Greater Kansas City

www.bbbskc.org

*The mission of Big Brothers Big Sisters of Greater Kansas City is to help children reach their full potential through professionally supported, one-to-one friendships with measurable, positive impact.*

**Address:** 3908 Washington Street, Kansas City, MO 64111

**Contact person:** Micheal Lawrence      **Phone number:** 816-561-5269

**Type of position:** Board of Directors Position

**Roles/responsibilities:** Agency by-laws require that each member reside or work in the Agency service area, miss no more that two meetings without excuse and prior notification, and be limited to two consecutive three year terms. Each member is expected to participate in agency fund raising events, serve as a host for one Friendship Foundation event, actively participate in the donor cultivation program of the Board, and give at the suggested Friendship Foundation level. Friendship Foundation giving levels are \$1,000, \$5,000 and \$10,000/year.

**Specific expertise:** BBBS is looking for expertise in several areas: legal, marketing, PR and Human Resources.

**How often do you meet:** Board meetings are held the fourth Tuesday of the month, every other month.

**Required to serve on a committee?** Yes.

**Time commitment (board):** One meeting every other month, additional support as needed.

**Time commitment (committee):** Most committees meet in the off months from board meetings, primarily through conference call.

**Financial expectations?** The board of directors recently adopted a "give/get" policy that will increase over the next three years (i.e., beginning in 2012 with \$5,000 and stepping up to \$7,500 then \$10,000). This expectation is met through a number of avenues including special event and individual contributions.

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## Brain Injury Association of Kansas and Greater Kansas City

www.biaks.org

*To improve the quality of life for people with brain injuries and their families, and to create a better future through prevention, research, education and advocacy.*

**Address:** 6701 West 64<sup>th</sup> Street, Suite 120, Overland Park, KS 66202

**Contact person:** Betsy Johnson

**Phone number:** 913-754-8883 x3

**Type of position:** Board of Directors Position

**Roles/responsibilities:** Overall management and supervision of BIA, attend 60% of all called meetings of the Board, attend special events, recruit volunteers to assist in the activities of the Association and assist in indentifying potential Board members.

**Specific expertise:** Background in fund development and marketing/public relations.

**How often do you meet:** The second Wednesday of every other month from 4:30 – 6:30 p.m.

**Required to serve on a committee?** Yes.

**Time commitment (board):** Three year term, up to two terms.

**Time commitment (committee):** Varies, dependent on committee and project.

**Financial expectations?** The Board is asked to financially support the organization.

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## Budget and Financial Management Assistance

BFMA-KC.UPCsites.org

*The mission of Budget and Financial Management Assistance (BFMA) is to foster financial stability by providing budgeting, bill payment and advocacy as representative payee to disabled, homeless and elderly persons in the Kansas City metropolitan area.*

**Address:** P.O. Box 414711, Kansas City, MO 64141

**Contact person:** Jennifer Ham

**Phone number:** 816-474-2972 x15

**Type of position:** Board of Directors Position

**Roles/responsibilities:** The Board of Directors sets policies and direction for BFMA and provides oversight to ensure that the mission is effectively implemented. The Board participates in strategic planning, seeks adequate resources, takes its fiduciary responsibilities seriously through financial reports and the budgeting process, and enhances the public image of BFMA.

**Specific expertise:** The Board seeks diversity and cultural sensitivity in board members. Expertise in financial procedures, personnel, volunteerism, legal affairs and marketing are highly valued. Someone with legal expertise is the greatest need currently.

**How often do you meet:** The Board meets monthly on the third Thursday at 4 p.m. and committees generally meet midday, but are flexible.

**Required to serve on a committee?** No.

**Time commitment (board):** Five hours per month.

**Time commitment (committee):** One hour per month.

**Financial expectations?** Participate in the yearly campaign.

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## Camp Encourage

www.campencourage.org

*To encourage social growth, independence and self-esteem in youth with autism spectrum disorders through a quality, overnight camp experience located in the greater Kansas City area.*

**Address:** P.O. Box 10433, Kansas City, MO 64171

**Contact person:** Kelly Lee

**Phone number:** 816-830-7171

**Type of position:** Board of Directors Position

**Roles/responsibilities:** Must regularly attend board meeting, make a serious commitment to actively participate in committee work, volunteers for and willingly accepts assignments, stays informed about committee matters, gets to know other committee members and builds a collegial working relationship, actively participates in the committee's annual evaluation and planning efforts and participates in the fund raising for the organization.

**Specific expertise:** Fundraising, accounting, financial advising, web development, graphic design, law, medical.

**How often do you meet:** Quarterly, typically on Wednesday evening from 6:30 – 8:30 p.m.

**Required to serve on a committee?** No

**Time commitment (board):** Board terms are three years (board members can serve two terms, totaling six years).

**Time commitment (committee):** No.

**Financial expectations?** No official expectations are in place.

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**Camp Encourage**  
www.campencourage.org

*To encourage social growth, independence and self-esteem in youth with autism spectrum disorders through a quality, overnight camp experience located in the greater Kansas City area.*

**Address:** P.O. Box 10433, Kansas City, MO 64171

**Contact person:** Kelly Lee

**Phone number:** 816-830-7171

**Type of position:** Committee Position

**Roles/responsibilities:** Must be trustworthy and reliable.

**Specific expertise:** Fundraising, accounting, financial advising, web development, graphic design, law, medical.

**How often do you meet:** Depends on the committee. Much of the committee work is completed independently and meetings are held minimally. Most communication is done via email and other electronic communication to decrease the numbers of meetings held.

**Required to serve on a committee?** No

**Time commitment (board):** n/a

**Time commitment (committee):** This varies on the committee selected to serve on.

**Financial expectations?** No formal expectations are expected.

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## Camps For Kids

www.campsforkids.org

*Camps For Kids works to assure that no Kansas City area child or youth is denied the wonders of summer camp due to disability or low income.*

**Address:** 1080 Washington Street, Kansas City, MO 64105

**Contact person:** Ray Delia

**Phone number:** 816-559-4622

**Type of position:** Board of Directors Position

**Roles/responsibilities:** Board members are expected to attend a minimum of 70% of regularly scheduled board meetings and provide contact information for 10 new individual donors and three new businesses annually. Make to effort to attend the two annual events, CampOut and Firefly Gala, and visit two camps that receive camperships and funding. You will submit camp evaluations to the Executive Director within one week of visit. Connect the board membership chair with at least two volunteers to assist at one of the fundraising events.

**Specific expertise:** Ability to communicate the mission of Camps For Kids to corporations and/or individuals in the Kansas City area. We ask each board member to supply a list of their friends and business associates to receive mail from the organization at least once a year. We also see board members to join with fellow board members to promote the annual fundraising events.

**How often do you meet:** The board meets monthly, usually a Monday evening at 6:00 p.m.

**Required to serve on a committee?** No

**Time commitment (board):** Members serve a two-year term, no more than six consecutive years. Minimum 70% attendance at meetings.

**Time commitment (committee):** Depends on the committee or the event.

**Financial expectations?** Board members are required to give or get \$2,500 annually, including at least one group/sponsorship for the annual CampOut event and one sponsorship/table of 10 the annual Firefly event.

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## Catholic Charities Foundation

www.catholiccharities-kcsj.org

*Catholic Charities of Kansas City-St. Joseph responds to the gospel mandate by caring for the vulnerable, honoring the life and dignity of all persons, and engaging the community in providing compassionate social services and advocacy.*

**Address:** 301 East Armour Boulevard, Suite 620, Kansas City, MO 64111

**Contact person:** Rozanne Prather

**Phone number:** 816-756-1858 x563

**Type of position:** Board of Directors Position

**Roles/responsibilities:** Board Members support and assist Catholic Charities Foundation in its fundraising efforts for Catholic Charities of Kansas City-St. Joseph. Board members attend quarterly meetings, serve on event committees, assist in the cultivation of donors, and serve as ambassadors for the mission of Catholic Charities in our community.

**Specific expertise:** Expertise in the following areas is most desired: Ability to communicate the mission of Catholic Charities to others; involvement/leadership in civic and community affairs; serve as a liaison to corporate and civic partners; ability to encourage volunteerism in others, and be energetic, community-minded and mission-centered.

**How often do you meet:** The board meets quarterly on a rotating basis (7:30 a.m., Noon and 5:00 p.m.), with a Christmas gathering in early December.

**Required to serve on a committee?** Yes

**Time commitment (board):** Members serve a three-year term.

**Time commitment (committee):** Committee members serve from 1-6 months depending on the event/project.

**Financial expectations?** Board members are requested to contribute, at their discretion, on an annual basis.

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## Catholic Charities of Kansas City-St. Joseph

<http://www.catholiccharities-kcsj.org/>

*Catholic Charities of Kansas City-St. Joseph responds to the gospel mandate by caring for the vulnerable, honoring the life and dignity of all persons, and engaging the community in providing compassionate social services and advocacy.*

**Address:** 1112 Broadway, Kansas City, MO 64105

**Contact person:** Roshan Paiva

**Phone number:** 816-225-7163

**Type of position:** Board of Directors Position

**Roles/responsibilities:** Board is a true governing board responsible for setting broad policy, particularly the Ends Policy of the organization. In addition to contributing to the strategy of the agency, the Board serves as the collective supervisor of the Agency's CEO. The Board acts as monitor of the Agency and the CEO's performance.

**Specific expertise:** Primarily solidarity with the Mission of the Agency. Diversity of experience and background (ethnic, religious, economic, age, gender, etc.) is always appreciated. Experience in social service as recipient or provider can be a plus.

**How often do you meet:** Approximately eight meetings a year.

**Required to serve on a committee?** No.

**Time commitment (board):** Each regular meeting: two hours approx. One or two retreats per year: four hours approximately.

**Time commitment (committee):** Committee involvement is minimal as the board has only two standing committees. There may be other short term committees that are constituted as needed and then swiftly disbanded.

**Financial expectations?** Up to the conscience and finances of the Board member--no specific requirement for support.

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## Child Protection Center

www.cpckc.org

*The mission of the Child Protection Center (CPC) is to respect the child and protect their voice throughout the investigation of abuse.*

**Address:** 3101 Broadway, Suite 750, Kansas City, MO 64111

**Contact person:** Laura Curry Sloan      **Phone number:** 816-778-8002

**Type of position:** Board Position

**Roles/responsibilities:** Overall governance of agency by establishing and monitoring policies and programs and supporting development and effectiveness of Board of Directors. Establish strategic purpose and direction for agency by participating in regular strategic planning and monitoring performance toward plan's results. Supervision of Executive Director by hiring Executive Director and monitoring performance toward Executive Director's general responsibilities and yearly objectives. Fundraising by fundraising planning and participation to secure necessary resources to support operations, programs and services. Represent agency and its programs and services to stakeholders, including community, funders and clients. Ensure financial health of agency through conformance to up-to-date fiscal policies and procedures and through ongoing analysis of financial reports. Ensure effective performance of agency's programs through ongoing program planning and evaluation. Ensure conformance to federal, state, and local laws and agency policies and procedures. Serves on at least one committee and attend 80% of committee meetings. Builds collegial working relationship that contributes to consensus. Contributes financially at a leadership level to the agency. Attends 80% of annual meetings. Makes serious commitment to participate actively in Board and committee work. Volunteers for and willingly accepts assignments and completes them thoroughly and on time. Stays informed about Board policies and committee matters, prepares themselves well for meetings, and reviews and comments on minutes and reports.

**Specific expertise:** Finance/budget, fundraising, marketing, special events, strategic planning, legal, HR/personnel, technology, public relations, board development

**How often do you meet:** Monthly on the third Thursday, except for December and August.

**Required to serve on a committee?** Yes

**Time commitment (board):** 10 times yearly, unless there are special needs. Each meeting lasts 1.5 hours.

**Time commitment (committee):** Time commitments vary.

**Financial expectations?** Expected to contribute at a leadership level to the agency.

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## Child Protection Center

www.cpckc.org

*The mission of the Child Protection Center (CPC) is to respect the child and protect their voice throughout the investigation of abuse.*

**Address:** 3101 Broadway, Suite 750, Kansas City, MO 64111

**Contact person:** Laura Curry Sloan      **Phone number:** 816-778-8002

**Type of position:** Committee Position

**Roles/responsibilities:** Five committees: Board Development, Fundraising, Finance and Operations, Public Awareness and Advocacy.

**Specific expertise:** Finance/budget, fundraising, marketing, special events, strategic planning, legal, HR/personnel, technology, public relations, board development

**How often do you meet:** Some committees, such as Finance and Operations, meet 10 times a year for about 1.5 hours maximum. Other committees meet as needed.

**Required to serve on a committee?** No

**Time commitment (board):** n/a

**Time commitment (committee):** Finance and Operations meets 10 times a year, other committees as needed.

**Financial expectations?** None

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## Clay County Juvenile Office - Community Justice Boards

www.circuit7.net

*Office of Dispute Resolution Services: to provide services that facilitate access to justice, encourage informed decision-making, and promote public trust and confidence in the judicial system.*

**Address:** 351 East Kansas Street, Liberty, MO 64068

**Contact person:** Kathleen Bird

**Phone number:** 816-736-8402

**Type of position:** Advisory Board Position

**Roles/responsibilities:** Community Justice Board volunteers represent the Community and work with a Board coordinator and Juvenile Officers to address the harm caused by crime. Volunteers complete an application and background check, and receive training on board policy and procedures.

**Specific expertise:** Interest in youth and the ability to engage in respectful and constructive dialogue in a group setting. No history involving abuse or neglect of children.

**How often do you meet:** Volunteers determine how often they wish to participate. Opportunities are available monthly.

**Required to serve on a committee?** No

**Time commitment (board):** At your discretion.

**Time commitment (committee):** At your discretion.

**Financial expectations?** None

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## Community Assistance Council

www.cackc.org

*Community Assistance Council empowers individuals and families to achieve self-sufficiency through the delivery of direct emergency assistance, education and advocacy.*

**Address:** 10901 Blue Ridge Boulevard, Kansas City, MO 64134

**Contact person:** Carol Bird Owsley

**Phone number:** 816-763-3277 x103

**Type of position:** Board of Directors Position

**Roles/responsibilities:** Interpret the organization's work and values to the community, represent the organization and act as a spokesperson; attend board and committee meetings and special events; actively participate in one or more fundraising activities; be an active member of at least one Board Standing or Ad Hoc Committee; abide by the by-laws of the organization.

**Specific expertise:** Marketing, fundraising, legal, human resources and computer/technical skills.

**How often do you meet:** Board meetings are held at 6:30 p.m. on the fourth Thursday of each month. Committee meetings are held once a month; various times based on members' availability.

**Required to serve on a committee?** Yes.

**Time commitment (board):** Minimum 2-4 hours per month.

**Time commitment (committee):** Minimum 3-4 hours per month.

**Financial expectations?** Annual financial or in-kind donation required.

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## Community Assistance Council

www.cackc.org

*Community Assistance Council empowers individuals and families to achieve self-sufficiency through the delivery of direct emergency assistance, education and advocacy.*

**Address:** 10901 Blue Ridge Boulevard, Kansas City, MO 64134

**Contact person:** Pam Meek

**Phone number:** 816-763-3277 x108

**Type of position:** Committee Position

**Roles/responsibilities:** Committees include fund development/finance, client services and marketing/communications. Expertise in any of these areas is desired. Members are asked to attend one meeting a month, assist with board projects as needed and participate in attaining the goals for the committee. Training and orientation to the agency is included.

**Specific expertise:** Marketing/communications, fundraising, and knowledge of nonprofit organizations (preferred).

**How often do you meet:** One evening a month.

**Required to serve on a committee?** Yes.

**Time commitment (board):** Minimum 4-6 hours per month.

**Time commitment (committee):** Minimum 2-4 hours per month.

**Financial expectations?** None

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## Community LINC

www.communitylinc.org

*To end homelessness, impact poverty and remove barriers to self-sufficiency for the families we serve.*

**Address:** 4012-14 Troost Avenue, Kansas City, MO 64110

**Contact person:** Teresa McClain

**Phone number:** 816-595-5553

**Type of position:** Board and Committee Positions

### **Roles/responsibilities:**

#### Board Development Committee:

The Board Development Committee has overall responsibility for recommending people to hold the offices of Community LINC. The primary responsibility is to identify, research, cultivate, recruit, orient, involve and acknowledge strong new Board members appropriate to the current and future needs of Community LINC. The Board Development Committee is the primary forum for discussion of candidates for Community LINC offices.

#### Buildings & Site Committee:

Is responsible for the oversight of any conditions relating to the existing buildings, additional land or building acquisitions, development of the immediately surrounding area, and neighborhood knowledge and relations.

#### Board of Directors:

Board of Directors members are legally and morally responsible for all activities of Community LINC. The Board in conjunction with staff leadership is responsible for determining the mission and goals and has primary responsibility for securing the resources needed to fulfill the mission. Each member helps the Board make sound group judgments, provides continuity of thinking and facilitates bringing together a broad base of knowledge and experience to further the organization's fulfillment of its goals and objectives. This is a term position, which expires after 3 years. Directors may be re-elected upon expiration of their terms. Anticipated monthly time commitment is a minimum of 4-6 hours. Acts on behalf of the public, serves as an ambassador to the public, secures the organization's resources.

#### Executive Committee:

The Executive Committee shall possess and may exercise any and all powers of the Board of Directors in the management and affairs of the Corporation to the extent authorized by resolution adopted by a majority vote of the entire Board of Directors; shall assist the Executive Director in the development of an agenda for Board meetings; shall provide guidance and direction to the Executive Director between Board meetings; shall work with the Executive Director to establish personnel policies related to such areas as job descriptions, work rules, compensation, evaluations and bonuses and shall give preliminary consideration to all important policies; shall develop the long range plan and strategy of the organization in conjunction with the Executive Director; and shall evaluate the Executive Director on an annual basis and present such results to the entire Board. The Executive Committee is a principal decision making body of Community LINC. It may assume responsibilities in the control and management of Community LINC's affairs and property except those expressly reserved for the Board of Directors. It is the principal forum for discussion of ongoing issues confronting Community LINC. The Executive Committee is a principal managing body of Community LINC.

#### Finance Committee:

The Finance Committee shall be responsible for the oversight of the Corporation's fiscal management system, including, but not limited to, preparing an annual budget for approval by the Board of Directors,

based on the goals and objectives established by the Board and the Executive Director; reviewing the Corporation's annual budget with respect to community need, existing needs, cost-effectiveness and the availability of the Corporation's resources; reviewing the financial management systems of the Corporation on an annual basis; selecting and working with external auditors and responding to auditor recommendations. The committee shall respond to any request from the Board to do financial analysis on a proposed project. The Finance Committee has overall responsibility for the financial affairs of Community LINC. The committee develops and recommends financial policies to the Executive Committee and the Board of Directors. Primary responsibilities are the creation and implementation of Community LINC's budget and the prudent management of the investment portfolio. As the principal forum for discussion of financial matters within Community LINC, it is the body primarily responsible for financial review, policy formulation and management oversight. It will receive budgeting and financial requests and recommendations from other segments of Community LINC, deliberate them, and incorporate those it deems appropriate into its budget proposals.

#### Marketing:

The Marketing and Public Relations Advisory Group has responsibility for advising Community LINC on all marketing, public relations and communications matters. The Marketing and Public Relations Advisory Group is the body primarily responsible for helping to raise the visibility of Community LINC and to insure that a continued positive public presence is maintained for all aspects of Community LINC's work. It will assist the Board and the Executive Director in dealing with any problems that may arise in the public's perception of Community LINC. Composed of not more than five members preferably professionals recruited from the fields of marketing, advertising, and the print and electronic media.

#### Programs:

Shall be knowledgeable of all ongoing programs of the Corporation and, in conjunction with the Executive Director and staff, will be responsible for continuing assessment and evaluation of client programs currently in place as well as projected programs shall work with the staff to develop presentation materials for the Board, and shall be knowledgeable of corporate programs. The committee will also identify and explore other similar programs occurring on a local, regional, and national level, and meet with other agencies within the community to improve collaborations and board knowledge.

#### Human Resources:

The Human Resources Advisory Group has responsibility for policy matters involving the staff of Community LINC. Deals with matters of personnel policies, employment practices, working conditions and staff/volunteer relationships. Is primarily responsible for the policy aspects of personnel management. It will assist the Board and Executive Director in dealing with personnel problems and in developing policies.

#### Fund Development Committee:

The Development Committee shall work with the Executive Director and staff of the Corporation on special events and fund raising activities, and shall be responsible for public relations, promotion, and marketing of the organization. The Fund Development Committee has overall responsibility for the fund raising activities of Community LINC. The committee develops and recommends fund raising plans and policies to the Executive Committee and the Board of Directors and is the primary forum for discussion of fund raising matters within Community LINC. It is the body primarily responsible for review of fund raising activities and formulation of fund raising plans and policies.

**Specific expertise:** See each committee description

**How often do you meet:** Board Development meets six or more times yearly. Buildings & Site Committee holds ad hoc meetings. Board of Directors meets at 8:00 a.m. every fourth Wednesday, January-November. Executive Committee holds ad hoc meetings. Finance Committee meets 8:30 a.m. every third

Thursday, monthly. Marketing Committee meets two or more times per year. Programs Committee holds ad hoc meetings. Human Resources meets quarterly or more often. Fund Development meets quarterly or more often. Children's Program holds ad hoc meetings. Public Policy Committee meets 7:30 a.m., every third Tuesday, monthly.

**Required to serve on a committee?** No.

**Time commitment (board):** One year.

**Time commitment (committee):** One year.

**Financial expectations?** Yes, for board members.

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## Consensus

www.consensuskc.org

*The mission of Consensus is to put the "public" in public policy. We do this in a variety of ways, from deliberative public forums to in-depth studies, working with partners that have included MacNeill/Lehrer Productions, the Kettering Foundation and KCPT Public Television. Consensus is an entrepreneurial nonprofit, providing services on behalf of the local community and for clients in metro KC and around the United States.*

**Address:** P.O. Box 10252, Kansas City, MO 64171

**Contact person:** Jennifer Wilding                      **Phone number:** 816-531-5078

**Type of position:** Board of Directors Position

**Roles/responsibilities:** Board members attend a monthly board meeting and have the usual roles and responsibilities of nonprofit board members. Our board is congenial and collegial, hands-on, always looking for opportunities to make a difference. Board members discuss issues, assist with fund development and client identification, and serve as ambassadors for the idea that the people should have a meaningful voice in public policy.

**Specific expertise:** We are interested in board members with experience in for-profit businesses, either small or large. We are eager to expand the racial/ethnic diversity of our board. We are interested in adding board members who work in government.

**How often do you meet:** The first Thursday of the month from 5:00-6:30 p.m. in Midtown.

**Required to serve on a committee?** No.

**Time commitment (board):** 2-4 hours a month.

**Time commitment (committee):** None

**Financial expectations?** \$25.

\*\*\*\*\*

## Crittenton Children's Center

www.saintlukeshhealthsystem.org

*Crittenton Children's Center is a faith-based, not for profit organization dedicated to providing the highest quality, innovative behavioral health services to children and their families, as part of the Saint Luke's Health System.*

**Address:** 10918 Elm Avenue, Kansas City, MO 64134

**Contact person:** Krista Allen

**Phone number:** 816-767-4174

**Type of position:** Committee Member

**Roles/responsibilities:** Crittenton is seeking 1-2 individuals to serve on our auction committee for our annual fundraising event, "A Toast for the Children." The event is held at the Muehlebach Hotel Downtown. Responsibilities include identifying possible live auction donors/donations and connecting with community contacts to obtain large-ticket auction items.

**Specific expertise:** We are looking for individuals with enthusiasm and drive, who are committed to helping young people in need and who are comfortable engaging community connections to provide support for Crittenton's Annual Fundraising Event.

**How often do you meet:** TBD, approximately once per month.

**Required to serve on a committee?** Yes.

**Time commitment (board):** Bi-annual board meetings and committee meetings.

**Time commitment (committee):** Approximately once per month.

**Financial expectations?** TBD

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## Crittenton Children's Center

[http://www.saintlukeshalthsystem.org/slhs/Locations/Crittenton\\_Childrens\\_Center/\(PF\)Overview.htm](http://www.saintlukeshalthsystem.org/slhs/Locations/Crittenton_Childrens_Center/(PF)Overview.htm)

*Crittenton Children's Center is a faith-based, not for profit organization dedicated to providing the highest quality innovative behavioral health services to children and families as part of the Saint Luke's Health System.*

**Address:** 10918 Elm Avenue, Kansas City, MO 64134

**Contact person:** Claudia Parker

**Phone number:** 816-765-6000

**Type of position:** Board of Directors Position

**Roles/responsibilities:** Board members actively represent community needs and perspective, supporting the strategic endeavors of the organization and helping to increase awareness of Crittenton services and programs. Regular meetings occur 6x/year; additional committee work occurs between meetings. Board members are knowledgeable about Crittenton business and integrate this knowledge into their daily lives such that they share relevant information and opportunities that may benefit the children served and/or Crittenton business initiatives.

**Specific expertise:** Particular areas of expertise we are currently looking for includes marketing (particularly direct marketing) and general organizational development.

**How often do you meet:** The Board meetings begin at 8:00 a.m. on the fourth Thursday in the months of January, March, May, July, September and November.

**Required to serve on a committee?** Yes

**Time commitment (board):** Twelve hours - meetings; annual event attendance (October); additional as they wish or as circumstances require.

**Time commitment (committee):** Varies by committee - 4 to 20 hours/year.

**Financial expectations?** Board members are expected to provide a financial contribution to Crittenton at a minimum annually; no amount is specified.

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## The Family Conservancy

www.thefamilyconservancy.org

*Championing the healthy development of children by supporting parents and families and promoting quality early education.*

**Address:** 444 Minnesota Avenue, Suite 200, Kansas City, KS 66101

**Contact person:** Betsy Vander Velde

**Phone number:** 913-342-1110

**Type of position:** Board Member

### **Roles/responsibilities:**

#### General Expectations:

1. Know The Family Conservancy mission, purposes, goals, policies, programs, services, strengths and needs.
2. Suggest nominees for the Board.
3. Serve in leadership positions or undertake special assignments willingly when asked.
4. Avoid prejudiced judgments on the basis of information received from individuals and urge those with grievances to follow established policies and procedures through their supervisors.
5. Follow trends in the organization's field of interest.
6. Bring a sense of humor to the board's deliberations.

#### Meetings:

1. Prepare for and participate in board and committee meetings, and other organizational activities.
2. Ask timely and substantive questions while supporting the majority decision.
3. Maintain confidentiality of the Board's executive sessions.
4. Speak on behalf of the Board when asked to do so by authorized persons.
5. Suggest agenda items periodically for board and committee meetings, to ensure that significant policy related matters are addressed.

#### Relationship with staff:

1. Counsel the President & CEO as appropriate and offer support.
2. Avoid asking for special favors of the staff, without prior consultation with the President & CEO, Board Chair or Committee Chair.

#### Avoiding conflict:

1. Serve the organization as a whole, rather than special interest groups.
2. Avoid even the appearance of a conflict of interest, and disclose any possibly conflicts to the Board Chair in a timely fashion.
3. Maintain independence and objectivity and do what a sense of fairness, ethics and personal integrity dictate.
4. Never accept or offer favors or gifts from or to anyone who does business with the organization.

#### Fiduciary responsibility:

1. Exercise prudence with the board in the control and transfer of funds.
2. Faithfully read and understand the organization's financial statements and otherwise help the board fulfill its fiduciary responsibility.

#### Fund raising:

1. Give an annual cash gift according to personal means
2. Assist the Resource Development Committee and staff by implementing fund raising strategies through personal influence with others (corporations, foundations, individuals, etc.)

**Specific expertise:** Social media experience, advertising, marketing, branding and volunteer recruitment and management.

**How often do you meet:** Five times a year (Noon – 1:30 p.m.): January 23, May 21, August 27, October 22 and December 17. Evening retreats (4:30 – 7:00 p.m.) will take place on March 26 and September 24.

**Required to serve on a committee?** Yes.

**Time commitment (board):** One hour per month.

**Time commitment (committee):** One hour per month.

**Financial expectations?** According to personal means.

\*\*\*\*\*

## First Call Alcohol / Drug Prevention and Recovery

www.firstcallkc.org

*To reduce the impact of alcohol, drugs and addiction by providing quality resources to individuals, families and the community.*

**Address:** 633 East 63<sup>rd</sup> Street, Kansas City, MO 64110

**Contact person:** Michelle Irwin                      **Phone number:** 816-361-1455 x113

**Type of position:** Committee Member

**Roles/responsibilities:** Be a part of the special event committee. Help organize, promote, solicit partnerships of three major special events annually.

**Specific expertise:** Experience and expertise with fund raising, marketing/public relations including social media and event planning.

**How often do you meet:** TBD

**Required to serve on a committee?** Yes.

**Time commitment (board):** n/a

**Time commitment (committee):** 1-3 hours/month.

**Financial expectations?** n/a

\*\*\*\*\*

## Fuller Center for Housing of Greater Kansas City, MO

www.fullercenterkc.org

*The Fuller Center for Housing, faith driven and Christ centered, promotes collaborative and innovative partnerships with individuals and organizations in an unrelenting quest to provide adequate shelter for all people in need worldwide.*

**Address:** P.O. Box 901365, Kansas City, MO 64155

**Contact person:** Graham Houston      **Phone number:** 816-659-4815

**Type of position:** Committee Member

**Roles/responsibilities:** Committee opportunities: Family Selection/Support, Resource Development, and Finance are primary needs. Other committees include Faith Builders, Construction and Volunteer Recruitment/Coordination. The Family Selection Committee is charged with identifying partner families who will become the beneficiaries of the Covenant Partner's work. The tasks include developing selection criteria, identifying people/families in need, promoting the program, managing the application process, and processing applicants. Ultimately, the Selection Committee will recommend potential partner families for approval by the Board of Directors. The Partnering Committee serves as the liaison between the family and the Covenant Partner, provides the family with financial, homebuyer and life skills training; monitors the family's sweat equity component; and works with the family to resolve late payment issues. The Resource Development Committee is responsible for raising funds and in-kind and land donations to advance the ministry of the Covenant Partner. The Resource Development Committee provides opportunities for individuals, churches, social organizations, corporations and others to receive the blessings that generosity brings. The Finance Committee ensures that the Covenant Partner employs solid business principles and practices. This assures ongoing financial security and maximizes the number of families that can be housed.

**Specific expertise:** Experience and expertise with fund raising, human resource management, financial management and accounting, social services, ministry, marketing/public relations including social media, and construction are sought.

**How often do you meet:** Committees meet monthly or as needed.

**Required to serve on a committee?** Yes.

**Time commitment (board):** 2-4 hours/month.

**Time commitment (committee):** 2-4 hours/month.

**Financial expectations?** All board and committee members are asked to give and get funds.

\*\*\*\*\*

## Fuller Center for Housing of Greater Kansas City, MO

www.fullercenterkc.org

*The Fuller Center for Housing, faith driven and Christ centered, promotes collaborative and innovative partnerships with individuals and organizations in an unrelenting quest to provide adequate shelter for all people in need worldwide.*

**Address:** P.O. Box 901365, Kansas City, MO 64155

**Contact person:** Graham Houston      **Phone number:** 816-659-4815

**Type of position:** Board of Directors Position

**Roles/responsibilities:** The Board of Directors is legally and financially responsible for overseeing all activities of the Agency. Each member assists the board in carrying out its fiduciary responsibilities. The Board sets policies that ensure Fuller Center GKC is run effectively, legally and ethically. The Board sets long-range goals for Fuller Center's growth and development and for securing adequate funds to run the programs.

**Specific expertise:** program development specifically for construction & remodeling, fund development, finance/accounting, marketing/social networking, human resources, community outreach and leadership and legal expertise.

**How often do you meet:** Board meetings are held the third (3rd) Tuesday of each month. The Executive Committee meets sometime in the previous week.

**Required to serve on a committee?** Yes.

**Time commitment (board):** Minimum 2 - 4 hours/month.

**Time commitment (committee):** 2-4 hours/month.

**Financial expectations?** All board members are expected to make a gift annually with a goal of \$250 average. All board members are expected to fundraise as well.

\*\*\*\*\*

## Girls Leading Our World, Inc. (GLOW)

www.glow-inc.org

*Our mission is to educate and equip girls and young women with strategies for life and leadership development to promote personal and professional growth.*

**Address:** 5155 Raytown Road, Kansas City, MO 64133

**Contact person:** Cynthia Saddler

**Phone number:** 816-659-4957

**Type of position:** Committee Position

**Roles/responsibilities:** Serve on at least one committee and attend all of those meetings, support and participate in fund raising activities, perform oversight and be aware of all aspects of the organization, be a goodwill ambassador for the organization, actively participate in decision making, be willing to assume leadership positions, be a team player and contribute financially according to one's means.

**Specific expertise:** Proficiency with mediums of technology including websites and social media, strong/proven fund development skills and experience, marketing experience, event planning, strong organizational skills, grant writing experience

**How often do you meet:** Once monthly for an hour and a half.

**Required to serve on a committee?** Yes.

**Time commitment (board):** Two to six hours/month.

**Time commitment (committee):** Two to six hours based on projects.

**Financial expectations?** Personal commitment.

\*\*\*\*\*

**Heartland Book Bank, Inc.**

www.booksareus.org

*The Heartland Book Bank collects and redistributes reading and educational material to encourage life long learning.*

**Address:** 1425 Oak Street, Room 160, Kansas City, MO 64106

**Contact person:** Joann Harper

**Phone number:** 816-472-5600

**Type of position:** Other

**Roles/responsibilities:** Volunteering their time.

**Specific expertise:** Grant proposal writing.

**How often do you meet:** Twice a year.

**Required to serve on a committee?** No.

**Time commitment (board):** Flexible.

**Time commitment (committee):** Flexible.

**Financial expectations?** Each board member is recommended to give a donation each year.

\*\*\*\*\*

**Heartland Tree Alliance, an affiliate of Bridging The Gap**

www.heartlandtreealliance.org

*Heartland Tree Alliance's mission is to engage people of the Kansas City area to take action and advocate for a healthy community forest.*

**Address:** 435 Westport Road, Suite 23, Kansas City, MO 64111

**Contact person:** Angela Schreffler                      **Phone number:** 816-561-1061 x110

**Type of position:** Committee Member

**Roles/responsibilities:** Participate regularly in committee meetings, assist in developing a yearly work plan for the committee, as determined by the organization's strategic plan, and help with committee work as assigned.

**Specific expertise:** Have a sincere interest in furthering the development of Heartland Tree Alliance, demonstrated leadership skills, knowledge or skills in particular content area (finance and/or PR/Marketing), willingness to be actively involved in the work of the committee, and a willingness to work with the diversity of skills, opinions and experiences of other committee members.

**How often do you meet:** Depends on the committee; all committees meet every other month.

**Required to serve on a committee?** No.

**Time commitment (board):** None

**Time commitment (committee):** 2-4 hours/every other month.

**Financial expectations?** None

\*\*\*\*\*

## Heartland Tree Alliance, an affiliate of Bridging The Gap

www.heartlandtreealliance.org

*Heartland Tree Alliance's mission is to engage people of the Kansas City area to take action and advocate for a healthy community forest.*

**Address:** 435 Westport Road, Suite 23, Kansas City, MO 64111

**Contact person:** Angela Schreffler                      **Phone number:** 816-561-1061 x110

**Type of position:** Board of Directors Position

**Roles/responsibilities:** Participate regularly in Board meetings, participate on one Board committee, participate in regular organizational events, participate in the development, implementation and evaluation of strategic and operational plans. Contribute annually to the organization through private contribution and participate in fundraising activities.

**Specific expertise:** Sincere interest in furthering the development of Heartland Tree Alliance, demonstrated leadership skills, knowledge or skills in particular content area(s), have a willingness to be actively involved in the work of the Board, and express willingness to work with the diversity of skills, opinions and experiences of other Board members.

**How often do you meet:** Board meetings are the first Wednesday of every other month (beginning in February) from Noon-2:00 p.m.

**Required to serve on a committee?** Yes.

**Time commitment (board):** 2-4 hours/every other month.

**Time commitment (committee):** 2-4 hours/every other month.

**Financial expectations?** Contribute annually to the organization through private contribution.

\*\*\*\*\*

## Jackson County CASA (Court Appointed Special Advocates)

www.jacksoncountycasa-mo.org

*Our mission is to be a child's voice in court. We recruit, train and support lay volunteers who act as advocates on behalf of the best interests of abused and neglected children.*

**Address:** 2544 Holmes, Kansas City, MO 64108

**Contact person:** Martha Gershun

**Phone number:** 816-842-2272 x208

**Type of position:** Board of Directors Position

**Roles/responsibilities:** Board members will be expected to adhere to their fiduciary responsibilities to Jackson County CASA ("CASA"). Additionally, each Board member is expected to publicly support the mission of CASA and to contribute materially and/or financially to the organization itself.

**Specific expertise:** Areas of expertise might include: Financial & Accounting expertise Knowledge and experience in Child Welfare and/or Family Law Corporate Law affiliation Nonprofit management Commitment to mission to help abused and neglected children.

**How often do you meet:** The Board meetings for lunch (Noon - 1 p.m.) on the Fourth Friday of each month at the Jackson County CASA offices.

**Required to serve on a committee?** No.

**Time commitment (board):** 2-4 hours/month.

**Time commitment (committee):** 2-4 hours/month.

**Financial expectations?** Contribution to the agency is expected annually.

\*\*\*\*\*

## Johnson County Library Foundation

www.jocolibraryfoundation.org

*To build an endowment for the Library's collect and support the life-long learning program ofference at the Johnson County Library.*

**Address:** P.O. Box 2933, Shawnee Mission, KS 66209

**Contact:** Andrea Lombard

**Phone:** 913-826-4720

**Type of Position:** Board of Directors Position

**Roles/responsibilities:** Be an ambassador for the JCLF, seek and suggest potential donors and friends, support and govern the JCLF staff, attend meetings and events, participate on at least one committee and enjoy the work.

**Specific expertise:** Must be a Johnson County, KS resident and have knowledge of the philanthropic community.

**How often do you meet:** 10x/year (Fourth Thursday, 4:30 – 6:30 p.m. with the exception of July and December).

**Required to serve on a committee?** Yes.

**Time commitment (board):** 2-5 hours per month.

**Financial expectations?** Yes, to the best of ability.

\*\*\*\*\*

# Johnson County Nursing Center/Geriatric Education Resource and Training Institute

www.jcnc.info or www.gerti.info

*The mission of the Johnson County Nursing Center is to provide the best possible long-term care services to our residents, including residents with limited assets. The mission of the educational division of the organization, the Geriatric Education Resource and Training Institute, is to provide clinical, educational, and research settings and opportunities in geriatric medicine and gerontology for care providers who serve the older population.*

**Address:** 11875 South Sunset Drive, Olathe, Kansas 66061

**Contact person:** Mary Sloan

**Phone number:** 913-477-8248

**Type of position:** Board of Directors Position

**Roles/responsibilities:** Board members serve a key leadership role. They are leaders in the following: Strategic Planning - As stewards of JCNC and GERTI they actively participate with staff in an overall planning process. Setting Policy - The JCNC/GERTI Board reviews the mission and goals periodically. It provides oversight and encourages assessment of all programs. It develops policies to ensure consistency with the organization's mission and goals. Ensuring Adequate Resources - The JCNC Board helps to ensure that the organization has adequate resources to fulfill its mission. The Board works in partnership with the CEO and development staff, to raise funds from the community. Managing Resources Effectively - The Board provides oversight in developing the annual budget and ensuring that proper financial controls are in place.

**Specific expertise:** We are seeking expertise in marketing and public relations -and we need community leaders who are interested in the needs and concerns of elders - especially those with limited resources. We also would like to increase the diversity of our Board.

**How often do you meet:** Once a month from 11:00 a.m. – 1:00 p.m. at our offices.

**Required to serve on a committee?** Yes.

**Time commitment (board):** Two hours once per month, plus attendance at special events (2-4 hours 1-2 times/year).

**Time commitment (committee):** 1-2 hours once per month or once per quarter.

**Financial expectations?** All Board members are expected to donate. The amount is up to the individual Board member, but all must make a contribution.

\*\*\*\*\*

## **Kansas City Anti-Violence Project**

www.kcavp.org

*To provide information, support, referrals, advocacy and other services to LGBT survivors of domestic violence, sexual assault and hate crimes.*

**Address:** P.O. Box 411211, Kansas City, MO 64141

**Contact:** Doug Riley

**Phone:** 816-561-0550

**Type of position:** Board of Directors Position

**Roles/responsibilities:** To be responsible for governance and oversight of all aspects of KCAVP.

**Specific expertise:** Human resources, finance, law and marketing.

**How often do you meet:** Monthly (2nd Tuesday)

**Required to serve on a committee?** No.

**Time commitment (board):** 10 hours per month.

**Financial expectations?** Yes.

\*\*\*\*\*

## Kansas City Free Health Clinic

www.kcfree.org

*To promote health and wellness by providing quality services at no charge to people without access to basic care.*

**Address:** 3515 Broadway Avenue, Kansas City, MO 64113

**Contact:** Sheri Wood

**Phone:** 816-777-2763

**Type of volunteer position:** Board of Directors Position

**Roles & responsibilities:** Interpret organization's work and values to the community, represent the organization and act as a spokesperson; attend at least 75% of board meetings, committee meetings, and special events; make a personal financial pledge and ask others to join in contributing to the agency; work with staff and other board members as partners toward achievement of goals; stay informed about what's going on in the organization; and act in the best interest of the organization.

**Specific expertise/requirements:** Accounting, alternative medicine, banking, business/corporate, education, employee relations, financial planning, fund development, government, investments, law, pharmacy, public relations, and volunteer management

**Are board members required to serve on committees?** Yes

**Board meets:** Monthly (fourth Tuesday from 5:30-7:00 p.m.)

**Time commitment:** 20 hours per year plus 11-20 hours per year depending on the committee

**Financial expectations?** Yes

\*\*\*\*\*

## **Kansas City Metropolitan Dance Theatre (KCMDT)**

kcmetrodance@yahoo.com

*To deliver innovative performing arts education and training to children and youth in Kansas City's urban core, while developing positive self-worth through participation in the performing arts.*

**Address:** 6833 Prospect Avenue, Kansas City, MO 64132

**Contact:** Regina Tenney

**Phone:** 816-765-0903

**Type of position:** Board of Directors Position

**Roles & responsibilities:** Active board participation in the mission, adhering to the bylaws, engage in fundraising and promoting KCMDT.

**Specific expertise/requirements:** Fund development, marketing, grant development, public relations and nonprofit management.

**How often do you meet:** Monthly

**Required to serve on a committee?** Yes.

**Time commitment (board):** 2-3 per month.

**Time commitment (committee):** 1-2 hours per month for committee work.

**Financial expectations?** Yes, \$150/month.

\*\*\*\*\*

## Kansas City Urban Youth Center

www.kcurbanyouthcenter.org

*To offer urban youth Christian hope, community and wholeness.*

**Address:** 2732 Troost Avenue, Kansas City, MO 64108

**Contact:** Rev. Chuck Sailors

**Phone:** 816-221-1022

**Type of position:** Board of Directors Position

**Roles/responsibilities:** To be responsible for governance and oversight of all aspects of KCUYC.

**Specific expertise:** Communications, health care, marketing, resource development, adolescent development, housing and event planning.

**How often do you meet:** Quarterly, 6:00–8:30 p.m.

**Are board members required to serve on committees?** Yes.

**Time commitment (board and committee):** 11-20 hours per year for board meetings, committee meetings and events.

**Financial expectations?** Yes.

\*\*\*\*\*

**Kansas City Youth Jazz, Inc.**

www.kcyouthjazz.org

*Kansas City Youth Jazz Mission is to develop and maintain a multicultural music education program that perpetuates and promotes our jazz heritage.*

**Address:** 5960 Dearborn, Suite 202, Mission, KS 66202

**Contact person:** Linda Brady

**Phone number:** 913-424-9903

**Type of position:** Committee Member

**Roles/responsibilities:** Visit a weekend rehearsal at the studio in Kansas City, KS, to get a better understanding of Kansas City Youth Jazz. Bring enthusiasm and new ideas to the group while respecting the work that has already been done by the committee. Attend committee meetings. Be willing to work on a subcommittee. Follow through on commitments made and be prepared for meetings

**Specific expertise:** Passion and energy for Kansas City Youth Jazz. Have creativity in fundraising and event planning. Have a genuine an interest in helping middle and high school students improve their lives and their music through a multicultural music education program. Marketing and leadership skills.

**How often do you meet:** The committees meet either at 7:30am or at noon in the first two weeks of the month. The meeting time is sensitive to the schedules of committee members.

**Required to serve on a committee?** Yes.

**Time commitment (board):** N/A

**Time commitment (committee):** 2-4 hours a week. It may be more at the time of events.

**Financial expectations?** None.

\*\*\*\*\*

**KEEN Kansas City**

www.keenkansascity.org

*KEEN seeks to develop each athlete's self-esteem and confidence, as well as recreational skills and talents, and to increase each athlete's ability to participate in a broader range of recreational activities and environments.*

**Address:** P. O. Box 45381, Kansas City, MO 64171

**Contact person:** Derrick Braxton                      **Phone number:** 913-484-7805

**Type of position:** Board of Directors Position

**Roles/responsibilities:** Attend monthly board meetings, assist with fundraising and special events.

**Specific expertise:** Fundraising, grant writing and research, marketing, legal, event planning.

**How often do you meet:** Monthly.

**Required to serve on a committee?** No.

**Time commitment (board):** Varies.

**Time commitment (committee):** N/A

**Financial expectations?** \$100 annually.

\*\*\*\*\*

**KidsAndCars.org**

www.KidsAndCars.org

*KidsAndCars.org is a national nonprofit child safety organization dedicated to preventing injuries and death to children in or around motor vehicles. KidsAndCars.org has been pioneering a national prevention movement since 1996 by promoting the highest level of awareness among parents, caregivers, legislators and the public at-large. KidsAndCars.org works to reduce or eliminate these preventable tragedies through data collection, education and public awareness, policy change, product redesign, and survivor advocacy.*

**Address:** 2913 West 113th Street, Leawood, KS 66211

**Contact person:** Amber Rollins

**Phone number:** 913-327-0013

**Type of position:** Other

**Roles/responsibilities:** We are looking for strong leaders to develop a committee to assist KidsAndCars.org in obtaining the funding needed to implement nationwide programs to educate parents and caregivers about the dangers children face in and around motor vehicles.

**Specific expertise:** Experience in grant seeking and writing and/or event planning and fundraising.

**How often do you meet:** Meeting schedules will be determined based upon availability.

**Required to serve on a committee?** No

**Time commitment (board):** None

**Time commitment (committee):** Flexible (3-5 days/month)

**Financial expectations?** None

\*\*\*\*\*

## Midwest Foster Care and Adoption Association

www.mfcaa.org

*To provide foster and adopted children the opportunity of a stable caring and nurturing family environment by recruiting, training, developing, supporting and motivating foster and adopted parents.*

**Address:** 3210 South Lee's Summit Road, Independence, MO 64055

**Contact person:** Danielle Schweiger

**Phone number:** (816) 350-0215

**Type of position:** Committee Position

**Roles/responsibilities:** To serve on the Forever Families gala planning committee. Duties include seeking sponsorship, underwriting, and items for silent and live auctions; serving as volunteer coordinator, planning the VIP reception, assist with registration and coordinate print materials.

**Specific expertise:** Have the ability to volunteer during the day and evening hours. Be open to asking for sponsorships and/or auction items. Have a knowledge of Kansas City area donors. Have the ability to work with different groups of people and be able to multi-task. You must be available for committee meetings.

**How often do you meet:** Once a month prior to the event, and more often during the month and weeks leading up to the annual gala. Committee members also have the option to call into the meeting if coming to the office is difficult.

**Required to serve on a committee?** Yes.

**Time commitment (board):** Three years.

**Time commitment (committee):** One year.

**Financial expectations?** None.

\*\*\*\*\*

## Myasthenia Gravis Association

www.mgakc.org

*The Myasthenia Gravis Association is dedicated to improving the quality of life for those affected by this autoimmune, neuromuscular disease, by providing information, education, support and referral to health and human services.*

**Address:** 6400 Prospect Avenue – East, Suite 300A, Kansas City, MO 64132

**Contact person:** Chris Almvig

**Phone number:** (816) 256-4100

**Type of position:** Board of Directors Position

**Roles/responsibilities:** Establish the association's mission, vision and direction. To ensure the financial health of the association. To ensure the association has sufficient and appropriate human resources. To direct organizational operations. To ensure effective community relations. Serve a three-year term. Attend monthly board meetings and major events.

**Specific expertise:** Take an active interest in the association's welfare. Have any medical background/experience. Be willing to learn about Myasthenia Gravis. Be willing to assist with the annual benefit and auction. Have computer, social networking and website experience. Have marketing/public relations/public speaking and/or video production experience.

**How often do you meet:** Board meetings are scheduled the third Tuesday of the month at 6:30 p.m. at the Research Campus in the physician's building.

**Required to serve on a committee?** No.

**Time commitment (board):** Two hours each month and help with the annual benefit and auction

**Time commitment (committee):** None

**Financial expectations?** \$100 membership.

\*\*\*\*\*

## Niles Home for Children

www.nhc-kc.org

*To meet the mental health and education needs of high-risk children and their families; empowering them to become confident contributing citizens.*

**Address:** 1911 East 23rd Street, Kansas City, MO 64127

**Contact:** Melissa Taylor

**Phone:** 816-241-3448

**Type of position:** Board of Directors Position

**Roles/responsibilities:** Provide legal and financial oversight over the activities of the agency; carry out fiduciary responsibilities; set policies that ensure that agency is run effectively, legally, and ethically; sets long-range goals for growth and development; and secure adequate funds to sustain its programs.

**Specific expertise:** Experience in program development, fund development, finance, marketing, human resources, community leadership, management or legal expertise.

**How often do you meet:** Monthly (three-year terms)

**Required to serve on a committee?** Yes.

**Time commitment (board):** Five hours per month.

**Financial expectations?** Yes.

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## Northland Meals on Wheels

*Northland Meals on Wheels purpose is to supply meals at or near cost to the homebound who are unable, because of sickness, age, or other handicap to provide proper nutrition for themselves.*

**Address:** 2800 Clay Edwards Drive, North Kansas City, Missouri 64116

**Contact person:** Patte Bahl      **Phone number:** 816-468-0295

**Type of position:** Board of Directors Position

**Roles/responsibilities:** Oversee operations of program, attend meetings, serve on at least one committee, support board in their decisions and promote program with peers and community at large.

**Specific expertise:** Strong communication skills to work on fundraising, grants and publicity committees.

**How often do you meet:** Board meets quarterly on first Tuesdays, exact months are determined at the beginning of each year.

**Required to serve on a committee?** Yes.

**Time commitment (board):** 30-40 hours.

**Time commitment (committee):** Depending on committee, 20-30 hours per year.

**Financial expectations?** Board members are expected to support program financially to the best of their ability.

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**Olathe Head Start**

www.OlatheHeadStart.com

*The mission of Olathe Head Start is to enhance the quality of life for families through education and support services in a safe, caring environment.*

**Address:** 1700 West Sheridan, Olathe, KS 66061

**Contact person:** Fran O'Brien                      **Phone number:** 913-780-7410

**Type of position:** Advisory Board Position

**Roles/responsibilities:** See mission statement above.

**Specific expertise:** Commitment for one year.

**How often do you meet:** Health Advisory committee meets once a year, Policy Council meets 11 times per year.

**Required to serve on a committee?** No.

**Time commitment (board):** Policy Council once a month.

**Time commitment (committee):** Health Advisory once a year.

**Financial expectations?** None

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## Ozanam

www.ozanam.org

*Ozanam responds to the behavioral, emotional, social and spiritual needs of children and their families with dignity and care, providing a continuum of innovative services of the highest quality.*

**Address:** 421 East 137th Street, Kansas City, MO 64145

**Contact person:** Laura McDaniel

**Phone number:** 816-508-3608

**Type of position:** Other

**Roles/responsibilities:** Ozanam is currently seeking young leaders to fill volunteer positions for the President and Vice President of the Ozanam Guild. The Ozanam Guild is a volunteer group made up of young professionals who provide fundraising and volunteer support at Ozanam, a treatment center for children with emotional, behavioral and learning disabilities. Guild membership offers opportunities to meet new people and network with other young professionals while playing a vital role in Ozanam's efforts to serve children and their families.

President of the Ozanam Guild Length of Term: two years. The President of the Ozanam Guild is generally responsible for the well being of this volunteer group. Upon election, the president agrees to serve a two-year term. Responsibilities include communicating regularly with key staff members at Ozanam and updating the Board of Directors every other month as an ex-officio member by reporting the financial workings of the Guild as well as the upcoming events and activities. This position meets monthly with Ozanam Guild volunteers and coordinates events including happy hours and summer concerts along with other officers. Leaders of the Ozanam Guild also attend fundraisers within the community and volunteer activities with Ozanam youth throughout the year as a representative of the organization.

Vice President of the Ozanam Guild Length of Term: two years. The Vice President of Ozanam Guild is responsible for being a reliable advisor and backup to the president. He or she shares the same duties and meeting schedule, and this person is able to serve as the leader of the group in the absence of the president. The Vice President of the Ozanam Guild will often take the lead on several activities throughout the year.

**Specific expertise:** The President and Vice President of the Ozanam Guild ideally possess strengths in event planning, volunteering, fundraising, public speaking, marketing and networking.

**How often do you meet:** The President and Vice President of The Ozanam Guild participate in the following meetings: - Attend Ozanam Guild meetings monthly with other officers and volunteers. This meeting is typically held on one Tuesday or Thursday evening each month at a local

**Required to serve on a committee?** Yes.

**Time commitment (board):** Approximately two hours every other month attending Board meetings on Monday evenings.

**Time commitment (committee):** About five hours every month with the Ozanam Guild, including one-hour meeting and several extra hours for additional planning as necessary.

**Financial expectations?** None

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## Pythons Drill Team

www.pythonsdrillteam.com

*The Pythons Drill Team provides a safe outlet for performing arts through drills, drumming and physical fitness.*

**Address:** P. O. Box 300978, Kansas City, MO 64130

**Contact person:** Wanda Winters                      **Phone number:** 816-374-0422

**Type of position:** Board of Directors Position

**Roles/responsibilities:** The board will identify strategic issues and analyze strengths, weaknesses, opportunities and assets. They will also work with an action plan with priorities and a timeline, will fulfill responsibilities and look for resources.

**Specific expertise:** Expertise in youth development, grant proposal writing and fundraising.

**How often do you meet:** Twice a year.

**Required to serve on a committee?** No.

**Time commitment (board):** Two-year commitment.

**Time commitment (committee):** None.

**Financial expectations?** None

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## Reach Out and Read Kansas City

www.reachoutandreadkc.org

*Reach Out and Read® Kansas City is a pediatric early literacy program serving Kansas City's most vulnerable children. We make literacy promotion a standard part of pediatric primary care, so that children grow up with books and have a love for reading.*

**Address:** 3901 Rainbow Boulevard, MS 4004, Kansas City, KS 66160

**Contact person:** Laura Long

**Phone number:** 913-588-0038

**Type of position:** Committee Member

**Roles/responsibilities:** **MARKETING/PR COMMITTEE:** committee members help plan and produce marketing and public relations materials/projects (i.e., brochures, Facebook, press releases, special events, etc). **VOLUNTEER RELATIONS COMMITTEE:** committee members help plan and produce volunteer recruitment/training/retention materials/projects (i.e., recognition luncheon, volunteer gifts, recruitment materials/fairs, etc.). **FUND RAISING COMMITTEE (most needed):** committee members help plan and execute fund raising initiatives (i.e., Green Eggs & Ham breakfast, mailings, sponsorship solicitations, etc.).

**Specific expertise:** **MARKETING/PR COMMITTEE:** experience/knowledge in development of marketing and public relations materials/projects (i.e., brochures, Facebook, press releases, special events experience preferred). **VOLUNTEER RELATIONS COMMITTEE:** experience/knowledge in development of volunteer recruitment/training/retention materials/projects (i.e., experience as a volunteer, with recognition luncheon planning, in-kind donation collection, recruitment materials/fairs, etc. preferred). **FUND RAISING COMMITTEE:** experience/knowledge in planning and executing fund raising initiatives preferred. Familiarity with the Kansas City community and its leaders is helpful. Must also have an interest in books and helping disadvantaged children.

**How often do you meet:** Four to six times/year.

**Required to serve on a committee?** Yes.

**Time commitment (board):** 24-48 hours/year.

**Time commitment (committee):** Eight to twelve hours/year.

**Financial expectations?** Donations appreciated but not required.

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**R.U.B.I.E.S., Inc.**

www.rubiesinc.org

*The mission of R.U.B.I.E.S., Inc. is to encourage young ladies to realize their full potential through an elevated level of self-worth, self-love and self-determination.*

**Address:** P.O. Box 3000764, Kansas City, MO 64130

**Contact person:** Hashina Webster                      **Phone number:** 816-382-7051

**Type of position:** Board Member

**Roles/responsibilities:** Attend 75% or nine out of twelve board meetings. If an individual does not attend 75% of the meetings, and does not notify the Board Chair or the Board Secretary, the individual may be asked to resign from the board and recommended for membership on the Advisory Board. Attend the board retreat and strategic planning session. Attend 67% or two out of three workshops. Serve on at least one committee. Attend and support the special events, activities and functions of R.U.B.I.E.S., Inc..

At a minimum, each Board member: Must purchase /sell at least 1 table at the annual Ruby Red Slippers Awards Gala, commit to at least four site visits and/or participation of the organizations mentoring programs and services, serve as an ambassador on behalf of the organization, which includes social media, speaking on behalf of the organization at public/networking events, and hosting vendor booths, recruit potential volunteers and cultivate potential board members, be willing to actively serve a full three-year term and participate in all the organization’s fundraising activities.

**Specific expertise:** Diverse skill sets welcomed to meet the needs of the board and its committees (Organizational Assessments & Programs, Marketing, Finance & Audit, Fund Development, and Governance). Strong analytical skills and prior board experience are helpful. A passion for youth development.

**How often do you meet:** Every third Sunday at 4:00 p.m.

**Required to serve on a committee?** Yes.

**Time commitment (board):** Three years.

**Time commitment (committee):** One year.

**Financial expectations?** 1. Actively engage in fundraising by doing at least two of the following: secure at least two individual donations, corporate sponsorships, and/or grants in the amount of at least \$1,000; secure cash and/or in-kind contributions for programs and/or special events, and make at least two corporate and/or foundation donor cultivation meetings at the request of the Board Chair.

Or, make an annual personal investment of at least \$200 per year.

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## Shawnee Town

www.shawneetown.org

*To engage visitors in thoughtful tours, exhibits and programs that allow them to experience a typical day in and around the farm town of Shawnee, Kansas.*

**Address:** 11501 West 57th Street, Shawnee, KS 66203

**Contact person:** Susan Tolleson

**Phone number:** 913-248-2360

**Type of position:** Committee Member

**Roles/responsibilities:** Recommends policy to the FOST Board on all matters related to development. Formulates a development plan to support FOST's goals and objectives and present them to the whole board for approval. Implements the plan, which includes a giving strategy to increase member donations, identifying and approaching appropriate outside funding sources, and initiating and cultivating donor relationships. Reviews development activities to ensure there is progress toward achieving annual and long-range funding goals.

**Specific expertise:** Experience in or interest in learning how to solicit through planned giving, major gifts, corporate solicitations, sponsorships or individual giving. Interested in the opportunity to work on and grow a committee just beginning its development program. Ability to plan and implement development activities as needed, with enthusiasm and excellent follow-through. Excels in accomplishing goals on a team, while adept at moving tasks forward individually. Good communication and organization skills. Interest and concern for the strength, quality and overall well-being of the Friends of Shawnee Town.

**How often do you meet:** The committee meets quarterly at a time convenient to members, plus additional meetings deemed necessary by the committee to carry out committee goals. Committee members are responsible for development tasks between full committee meetings.

**Required to serve on a committee?** No.

**Time commitment (board):** None

**Time commitment (committee):** Every 2-3 months.

**Financial expectations?** TBD.

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## Shepherd's Center of Raytown

www.shepherdscenterrytown.org

*The Shepherd's Center of Raytown is a private, non-profit, interfaith, non-discriminatory organization whose purpose is to utilize the gifts of our community to promote continued personal and spiritual growth and help maintain the dignity and independence of all persons, focusing on adults 55 and older.*

**Address:** 7900 Blue Ridge Boulevard, Kansas City, MO 64138

**Contact person:** Patty Stock

**Phone number:** 816-356-9000

**Type of position:** Committee Member

**Roles/responsibilities:** Development Committee Responsibilities:

1. Create an annual development plan, outlining the major fundraising events for the year, including: mail campaigns and special events. Form committees to plan and implement each fundraising event. Serve as an oversight body for each committee formed and report results of each event to the Board.
2. Create and implement a Public Relations/Communications Plan, the goal of which is to promote the programs and services of Shepherd's Center to the community.
3. Work with the Executive Director to develop mail campaigns, promotional materials and special events to raise funds for and awareness of our programs and services.

**Specific expertise:** Individuals interested in supporting programs and services for older adults in the Raytown area with the understanding of fundraising (event and direct appeal), volunteer recruitment, community and corporate support and awareness campaigns.

**How often do you meet:** On an average of 4-6 times a year.

**Required to serve on a committee?** Yes.

**Time commitment (board):** Minimum of six meetings annually and commitment to two committees.

**Time commitment (committee):** Four to six meetings annually of two hours of less.

**Financial expectations?** None.

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## Sherwood Center

www.sherwoodcenter.org

*Sherwood Center exists to empower children and adults with autism and related developmental disabilities to maximize their potential in family and community life.*

**Address:** 7938 Chestnut Avenue, Kansas City, MO 64132

**Contact person:** Jason Ingram

**Phone number:** 913-526-4996

**Type of position:** Board Member

**Roles/responsibilities:** Determine mission and purpose, select, support and evaluate the executive director, ensure effective planning, monitor and strengthen programs and services, ensure adequate financial resources, protect assets and provide financial oversight, build a competent board, ensure legal and ethical integrity and enhance the organization's public standing.

**Specific expertise:** Nursing, law, accounting, grant proposal writing, public relations and strategic planning.

**How often do you meet:** Once a month (both board and committee).

**Required to serve on a committee?** Yes.

**Time commitment (board):** One meeting a month, every fourth Tuesday. Special events in April, May, June, September and November.

**Time commitment (committee):** One meeting a month (TBA).

**Financial expectations?** Of the charities you support financially, Sherwood should be in the top three. Raise \$500 for the annual Blues and BBQ event.

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## Shoal Creek Association/Shoal Creek Living History Museum

KCMO Parks and Recreation/Museums

*To support the Shoal Creek 19th Century Living History Museum and its educational programs with hands on activities and day to day operation including the integrity and maintenance of the 19th century buildings.*

**Address:** 7000 Northeast Barry Road, Kansas City, MO 64156

**Contact person:** Sharon Sumner

**Phone number:** 816-807-2414

**Type of position:** Board of Directors Position

**Roles/responsibilities:** To work with Kansas City Parks and Recreations to keep the integrity of the museum intact and advise the Shoal Creek Board on legal matters, grants and other information on running the museum.

**Specific expertise:** Business owners/managers from the Northland.

**How often do you meet:** Quarterly on the third Thursday of the month at 4:30 - 6:00 p.m. at the museum when weather permits.

**Required to serve on a committee?** No.

**Time commitment (board):** As needed.

**Time commitment (committee):** As needed.

**Financial expectations?** Membership fee of \$15.

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## **Sickle Cell Disease Association of America Kansas City Chapter**

www.kcsicklecell.org

*To educate the public about sickle cell disease andt provide direct services to those that suffer from this disease.*

**Address:** 1734 East 63rd Street, Suite 600E, Kansas City, MO 64110

**Contact person:** Jim Collier      **Phone number:** 816-444-5600

**Type of position:** Committee Position

**Roles/responsibilities:** Govern and direct chapter activities, cooperating with other members to provide funding for those activities.

**Specific expertise:** Previous board experience.

**How often do you meet:** Once a month.

**Required to serve on a committee?** No.

**Time commitment (board):** Two hour monthly meeting and assorted task to carry out board duties.

**Time commitment (committee):** One hour a month.

**Financial expectations?** \$100 board membership and to find outside funding.

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**Special Neighbors, Inc.**

www.specialneighbors.org

*The mission of Special Neighbors is to empower and assist persons with developmental disabilities to live and participate in the community with dignity.*

**Address:** 3675 South Noland Road, Suite 110, Independence, MO 64055

**Contact person:** John Davis

**Phone number:** 816-836-3462

**Type of position:** Board of Directors Position

**Roles/responsibilities:** Orientation of new board members and ongoing education of existing board members. Establishing and maintaining governance standards that meet the legal requirements of applicable regulatory agencies. Attend monthly board meetings. Serve on at least one standing board committee. Foster a positive working relationship with other board members and staff. Attend the annual strategic planning meeting, held in the spring of each year. Commit to at least one individual goal, annually, based on the outcomes of the Strategic Planning Meeting. Support Special Neighbors fundraisers.

**Specific expertise:** Marketing, development and human resources.

**How often do you meet:** The board meets on the second Tuesday of each month at 6:00 p.m.

**Required to serve on a committee?** Yes.

**Time commitment (board):** An average of two hours each month, plus participation at fundraisers (twice per year).

**Time commitment (committee):** Time commitment varies depending on the committee (an average expectation is 1-2 hours per month).

**Financial expectations?** Board members are expected to contribute annually.

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## Truman Medical Center Hospital Hill Auxiliary

www.trumed.org

*The mission of the Truman Medical Center Hospital Hill Auxiliary is to secure financial and volunteer aid for patients and staff, and to support the Center's mission in the community.*

**Address:** 2301 Holmes Street, Kansas City, MO 64108

**Contact person:** Jane Bardwell

**Phone number:** 816-404-3306

**Type of position:** Board of Directors Position

**Roles/responsibilities:** Attend quarterly board meetings and quarterly general auxiliary meetings, participate in fundraising efforts of the auxiliary that support TMC Hospital Hill.

**Specific expertise:** We are looking for someone with bookkeeping experience to serve as Treasurer in addition to other committee and board positions as they are available.

**How often do you meet:** The Board meets on the third Friday of February, May, August and November; the full Auxiliary meets on the third Friday of March, June, September and December.

**Required to serve on a committee?** Yes.

**Time commitment (board):** Eight hours a year.

**Time commitment (committee):** Two to three hours per year.

**Financial expectations?** \$10 membership dues annually.

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# Harry S. Truman Children's Neurological Center dba TNA Community

www.tncommunity.org

*Advocating for interdependent living, education and community inclusion through competent, caring support.*

**Address:** 12404 East US 40 Highway, Independence, MO 64055

**Contact person:** James Landrum

**Phone number:** 816-373-5060

**Type of position:** Board of Directors Position

**Roles/responsibilities:** Attend board meetings and participate in at least one committee and TNC community-wide events. Promote TNC to the community and assist in volunteer recruitment and development. Work in good faith with the staff and other board members as partners toward achievement of goals and objectives.

**Specific expertise:** TNC Community desires that its board reflect a diverse representation of backgrounds and age groups with a variety of skills - finance, communications, development, human resources and strategic planning.

**How often do you meet:** Bi-monthly (board and committees)

**Required to serve on a committee?** Yes.

**Time commitment (board):** Six two-hour board meetings per year.

**Time commitment (committee):** Minimum of six 1.5-hour meeting annually (varies from committee to committee).

**Financial expectations?** Support all fundraising efforts at the minimum dollar level offered (fulfilled personally or via recruitment). In addition to any organizational fundraising effort, the member shall annually make a meaningful personal financial contribution at a minimum amount of \$500. (This may be fulfilled personally, via recruitment or in-kind contributions.)

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## **ACED Advisory Committee (UMKC Institute for Human Development)**

[www.ihd.umkc.edu/ACED/](http://www.ihd.umkc.edu/ACED/)

*Adult Continuing Education for Person with Developmental Disabilities (ACED) offers adults the opportunity to attend non-credit classes in an educational and social environment on a college campus. The ACED program is designed to teach independent living skills and provide life-enhancing experiences.*

**Address:** 2220 Holmes Street, Room 224, Kansas City, MO 64108

**Contact person:** Wendy Seelbinder      **Phone number:** 816-235-1754

**Type of position:** Advisory Board Position

**Roles/responsibilities:** To contribute opinions and suggestions for program development and review the status of the program. To raise community awareness of ACED. To assist in recruiting financial backing or donations. To serve on one sub-committee. To attend 2-3 meetings a year, visit an ACED class, and attend a minimum of one certificate ceremony annually. Term limit of two years, with a possibility of a 2-year renewal.

**Specific expertise:** Experience with adults with disabilities or strong interest in the above or a related area, such as social services. Having a family member or friend with a disability is an added plus. However, we are looking for professionals and other interested community members as well. Appreciate open-minded people.

**How often do you meet:** Evenings, usually at MCC-Longview, but we are flexible.

**Required to serve on a committee?** Yes.

**Time commitment (board):** 2-8 hours annually, excluding visits to program or classes.

**Time commitment (committee):** Varies, could be a minimum of three hours annually. Depends on the individual and the committee.

**Financial expectations?** None

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## Whatsoever Community Center

www.whatsoevercc.org

*Whatsoever Community Center supports the growth and development of families, by providing a variety of programs for children, youth and adults to build a solid foundation for life.*

**Address:** 1201 Ewing Avenue, Kansas City, Missouri 64126

**Contact person:** Charlie Gaschich                      **Phone number:** 816-231-0227 x105

**Type of position:** Board of Directors Position

**Roles/responsibilities:** Board members are responsible for overall organization evaluation and development, fundraising, marketing and public relations.

**Specific expertise:** Dedication to the center and the mission.

**How often do you meet:** The fourth Monday of the month.

**Required to serve on a committee?** Yes.

**Time commitment (board):** Monthly board meetings and two major fundraisers in July and December.

**Time commitment (committee):** Two major fundraisers in July and December and any other issues that arise during the year.

**Financial expectations?** Board dues and time and/or monetary contributions towards fundraisers.

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## Wyandotte Serves Wyandotte Works

*The mission of Wyandotte Serves Wyandotte Works is to reconnect some of the community's most vulnerable citizens to mainstream American life through personal development, economic self-sufficiency, and lifelong community involvement.*

**Address:** 736 Shawnee Avenue, Kansas City, Kansas 66101

**Contact person:** Lora McDonald                      **Phone number:** 816-277-5912 or 913-621-7440

**Type of position:** Board of Directors Position

**Roles/responsibilities:** Participate in fundraising activities, promote the organization and its mission throughout the community, attend monthly meetings and assistance with web development.

**Specific expertise:** Legal experience, particularly an understanding of non-for-profit law would be ideal. We also would like a person with finance experience. Any volunteers would be considered. We also have an interest in representation from the Hispanic community.

**How often do you meet:** The second Tuesday of every month at 5:30 p.m. in Kansas City, Kansas.

**Required to serve on a committee?** No

**Time commitment (board):** Two years minimum.

**Time commitment (committee):** Five hours per month.

**Financial expectations?** Small contributions of time and money are valued.

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## **YWCA of Greater Kansas City**

*To eliminate racism and empower girls and women.*

**Address:** 1017 North Sixth Street, Kansas City, KS 66101

**Contact:** Lisa Rockley

**Phone:** 913-371-1105

**Type of position:** Board of Directors Position

**Roles/responsibilities:** Fulfill all the basic requirements of policy board, such as attending board meetings once a month, assisting with strategic planning, and serving as ambassadors for the organization.

**Specific expertise:** Especially interested in expertise in law or accounting; value board member who have networks of contacts; are looking for women from the Greater Kansas City area.

**How often do you meet:** Monthly (third Tuesday from 4:45 – 6:15 p.m.)

**Required to serve on a committee?** Yes.

**Time commitment (board):** 2.5 hours/month.

**Time commitment (committee):** 1 hour/month.

**Financial expectations?** Required to pay a \$25 membership fee; can contribute whatever they can after fulfilling the membership fee.