



Volunteer Board Member
Northern/Western Virginia – Washington D.C. Metro Area

Job Description

The main roles and responsibilities for the board as a group:

- Help create and agree on plans for Transition Solutions Enterprises, Inc. These should include but are not limited to:
- A review of the vision and mission statements and the desired identity of Transition Solutions Enterprises;
- Annual goals, objectives, and deadlines;
- A fundraising plan;
- A strategic plan so that staff has guidance on criteria for direction in the event of changes in the organization.

Usually the board will help create the plans by reacting to proposals and plans submitted by the executive team that describes goals, etc., and spell out their implications.

Desired Skills and Experience

- Provide mission driven support and guidance on program development, policies, and function of Transition Solutions Enterprises, Inc.
- Securing a minimum of \$1000 annually to support the mission of Transition Solutions Enterprises, Inc.
- Demonstrates willingness and ability to contribute time, talents, and resources.
- Understands and is in agreement with the mission of Transition Solutions Enterprises, Inc.
- Possesses values of being a questioner, learner, and person of vision.
- Represents a profession, or has expressed personal interest in the target areas in which they will support Transition Solutions Enterprises, Inc.
- Enough time and energy to do work for Transition Solutions Enterprises, Inc.
- Commitment to supporting Transition Solutions Enterprises, Inc.
- Collegiality; know how to work with others.
- Ability to stay focused on the priorities.
- Meeting skills.
- Public Relations.

- Fundraising.
- Financial management and knowledge.
- Mental health.
- Human resources.
- Overall management and leadership.

Level of Commitment: While individual Board Member's time commitment may vary, the general level of commitment expected includes:

- Attending quarterly board meetings in person or electronically as appropriate.
- Attends one annual full day planning session/retreat.
- Attend fundraising events or activities in the area where you reside.
- A commitment to working with an underserved population.

For information on applying as a member of the Board of Directors, contact Dr. Daphne L. King, Director of Operations at dking@transitionsolutionsenterprises.org or at 855-573-4734.