



Jubilee is recruiting new Board members!

Jubilee Women's Center is a two-year transitional housing program serving single women experiencing poverty. Through a holistic approach, Jubilee's residential program provides participants with the stability and time they need to heal, grow, and rebuild their life. **We are looking for board members to raise our visibility in the community, make new connections and bolster our fundraising efforts.** Our board meets in person on Capitol Hill bimonthly, 6-7:30pm on the fourth Tuesday of the month.

As we strive to make our leadership more reflective of the community we serve, we particularly encourage applicants to apply who have lived experience with poverty and/or homelessness and/or who come from a diverse racial or ethnic background.

What are some of the specific responsibilities?

- Prepare for, attend, and arrive at all meetings on time having reviewed financial statements and board materials in advance of meeting
- Know the organization's mission, policies, programs, and needs as well as understand its collective purpose
- Commit to the financial integrity of Jubilee and its mission through bimonthly review of financial reports, annual audited financial statements, and tax form 990
- Actively participate on at least one standing committee: board governance, finance, fundraising
- Support the board and the organization by suggesting potential new members for the board and/or committees
- Participate in the annual review of the Executive Director
- Actively engage in fundraising and make a personally significant annual contribution to Jubilee every fiscal year
- Help identify personal connections that can benefit the organization's fundraising and reputational standing, and influence public policy

What is the time commitment?

While this can change depending on the time of year each individual board member commits to:

- A 3-year board term
- Board Meetings: 6 meetings per year, 90 minutes each
- Annual Board Retreat: 1 meeting per year, 4 hours
- Committee Meetings: 4-12 meetings per year, 30-60 minutes each
- Event Attendance: 2-3 events per year, 2-4 hours each

For questions or to apply, contact our Board Development Chair, Pamela Kinkead at ptkinkead@gmail.com