



Associate Board Roles & Responsibilities

About WHEDco

WHEDco was founded on the radically simple idea that all people deserve healthy, vibrant communities. We build award-winning, sustainable homes – but our work is not over when our buildings are complete. We also ensure that families in the South Bronx have access to all the resources that create thriving neighborhoods – from high-quality early education and after school programs, to healthy food, cultural programming and economic opportunity.

Purpose of Associate Board

WHEDco's Associate Board is a growing group of young professionals in their 20s and 30s who are passionate about WHEDco's mission to create thriving neighborhoods for families in the South Bronx, the nation's poorest urban Congressional District. The Associate Board supports this mission through a number of volunteer and fundraising projects around WHEDco's work in areas including: education and youth development; urban farming and healthy living; commercial revitalization and small business development; and the arts.

The Associate Board plays a strategic role in developing awareness of WHEDco's programs, and providing opportunities for WHEDco's growth by leveraging social media, events, and individual fundraising to support overall goals. Members have opportunities to create, plan and participate in service activities (volunteer days, volunteer drives, awareness campaigns, etc.); help plan and host fundraising events (happy hours, crowd-funding campaigns, etc.); and interact with WHEDco staff and Board of Directors.

Benefits of Service

WHEDco's Associate Board provides social, professional, and service opportunities for individuals interested in developing their network and skills. Board members may enjoy a wide range of benefits and opportunities, including:

- Developing leadership skills and resources to affect change in a community while working in a cooperative and supportive environment
- Interacting with the staff and Board of Directors of WHEDco, an award-winning organization considered a standard-bearer in housing and community development
- Gaining hands-on experience volunteering, planning service days, and organizing fundraising events
- Enhancing your résumé through Associate Board activities and regular volunteerism
- Networking with other civic-minded young professionals at WHEDco events and social gatherings

Qualifications

- Commitment to WHEDco's mission to create thriving neighborhoods for families in the South Bronx and interest in at least one area of WHEDco's work
- Currently in their 20s or 30s



- Service-oriented (volunteer experience highly desired)
- Reliable and motivated self-starter possessing strong leadership abilities
- Excellent planning skills and follow through
- Willingness and desire to actively promote WHEDco's programs and service opportunities
- Willingness and desire to work collaboratively with other Associate Board members and WHEDco staff

Associate Board Member Responsibilities

- Serve at least one term of two years
- Attend at least 70% of bi-monthly Associate Board meetings (typically scheduled on weeknights from 6:30 – 8:00 pm)
- Serve on at least one committee, task force, or event planning group each year
- Contribute a minimum of 25 hours of volunteer service with WHEDco, which can include hours volunteered by friends, family or colleagues that are facilitated by the member
- Develop and conduct activities that will introduce and engage new contacts (individuals, partners, corporations, etc.) to WHEDco's work
- Work closely with WHEDco staff and Board in the planning and conducting of service and fundraising activities
- Give/Get: Raise a minimum of \$500 for WHEDco annually through fundraising (events, letter writing/social media campaigns, etc.) and/or a personal gift (can be made payable over time)
- Maintain records on participation, including volunteer and fundraising efforts, and report back to WHEDco staff

Application Process

WHEDco accepts new applicants at the beginning of each year. In partnership with WHEDco staff, current members review applications, conduct panel interviews and elect new candidates.

Please complete the application and submit, along with all required materials, to mleverich@whedco.org by **Friday, January 26th, 2018**. Candidates will be notified in early February if they are invited to participate in the panel interview portion of the process, which will take place during the week(s) of February 12th and/or 26th.

Please contact Meredith Leverich, WHEDco's Director of Strategic Initiatives, at 718.839.1157 or mleverich@whedco.org with any questions about the Associate Board or the application process.