



Board of Director

Position

The Board will support the work of VIP.fund and provide mission-based leadership and strategic governance. While day-to-day operations are led by VIP.fund's Executive Director (ED), the Board-ED relationship is a partnership, and the appropriate involvement of the Board is both critical and expected. Specific Board Member responsibilities include:

Leadership, governance and oversight

- Two year commitment.
- Serving as a trusted advisor to the ED as s/he develops and implements VIP.fund's strategic plan
- Reviewing outcomes and metrics created by VIP.fund for evaluating its impact, and regularly measuring its performance and effectiveness using those metrics; reviewing agenda and supporting materials prior to board and committee meetings
- Approving VIP.fund's annual budget, audit reports, and material business decisions; being informed of, and meeting all, legal and fiduciary responsibilities
- Contributing to an annual performance evaluation of the ED
- Assisting the ED and board chair in identifying and recruiting other Board Members
- Partnering with the ED and other board members to ensure that board resolutions are carried out
- Serving on committees or task forces and taking on special assignments
- Representing VIP.fund to stakeholders; acting as an ambassador for the organization
- Ensuring VIP.fund's commitment to a diverse board and staff that reflects the communities VIP.fund serves

Fundraising

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

Board terms/participation

VIP.fund's Board Members will serve a three-year term to be eligible for re-appointment for one additional term. Board meetings will be held quarterly and committee meetings will be



held in coordination with full board meetings.

Time Commitment

- 2-5 hours a month to support subcommittees and external meetings (partner meetings, strategy contributions, fundraising, mentoring, speaking engagements, etc)
- 1.5 days annually for in-person board meeting & coinciding Annual Forum
- General 72-hour window response time for any executive/board requests or inquiries

Review

- All board members will be subject to a 360 review annually by board colleagues and executive team

Qualifications

This is an extraordinary opportunity for an individual who is passionate about VIP.fund's mission and who has a track record of board leadership. Selected Board Members will have achieved leadership stature in business, government, philanthropy, or the nonprofit sector. His/her accomplishments will allow him/her to attract other well-qualified, high-performing Board Members.

Ideal candidates will have one or a number of the following qualifications:

- Extensive professional experience with significant executive leadership accomplishments in business, education, philanthropy, or the nonprofit sector
- A commitment to and understanding of VIP.fund's beneficiaries, preferably based on experience
- Fundraising experience and a willingness to promote the VIP.fund within your community.
- Savvy diplomatic skills and a natural affinity for cultivating relationships and persuading, convening, facilitating, and building consensus among diverse individuals
- Personal qualities of integrity, credibility, and a passion for improving the lives of VIP.fund's beneficiaries
- Service on VIP.fund's Board of Directors is without remuneration, except for administrative support, travel, and accommodation costs in relation to Board Members' duties.
- Knowledge of the education, ed-tech, blockchain, data science, VR, social-publishing sectors preferred
- Entrepreneurship ecosystem familiarity



ONBOARDING PROCESS

- Board member agreement
- Board member onboarding guide
- Sub-committee nominations
- Access and permissions