

Board Member Job Description

Mission: Blue Flowers Org is a 501(c)(3) nonprofit organization empowering women and the men in their lives against prostate cancer. For more information, visit www.blueflowers.org

Qualifications

This is an extraordinary opportunity for an individual who is passionate about Blue Flowers Org'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 the following qualifications:

- a passion for caregivers, fighting cancer, families impacted by cancer and men's health.
- extensive professional experience with significant executive leadership accomplishments in business, government, philanthropy, or the nonprofit sector
- 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 reliability

Preferred qualifications: background in law, accounting, fundraising, or community health

Overall Role of Board of Directors

As the highest leadership body of the organization and to satisfy its fiduciary duties, the role of the Board of Directors is to:

- advance the mission and purpose of Blue Flowers Org through strategic and organizational planning
- ensuring strong fiduciary oversight and financial management
- contributing to and advancing fundraising and resource development
- provide suggestions and evaluating Blue Flowers Org's programs and services
- enhancing Blue Flowers Org's public image
- assessing its own performance as the governing body of Blue Flowers Org

Board Member Position Responsibilities

The Board will support the work of Blue Flowers Org and provide mission-based leadership and strategic governance. While day-to-day operations are led by Blue Flowers Org's Chief Executive Officer (CEO), Valerie Crawford-Schiele, M.Ed and Chief Operating Officer, Shavonn Richardson, MBA, the Board's relationship is a partnership, and the appropriate involvement of the Board is both critical and expected.

Specific Board Member responsibilities include:

Georgia

2400 Old Milton Parkway
Suite 1423
Alpharetta, GA 30009

Maryland/DC/Virginia

2851 Jessup Road
Suite 762
Jessup, MD 20794

Leadership and Oversight

- be fluent in Blue Flowers Org's mission, policies, and programs
- represent Blue Flowers Org to stakeholders and act as an ambassador for the organization
- ensure our commitment to a diverse board and staff that reflects the communities we serve
- serve as a trusted advisor to the CEO as s/he develops and implements strategic plans
- review outcomes and metrics created by Blue Flowers Org for evaluating its impact, and regularly measuring its performance and effectiveness using those metrics
- assist the CEO and board chair in identifying and recruiting other Board Members
- participate fully in one or more committees, task forces or special assignments
- attend, participate and contribute to board and/or committee meetings

Governance

- be engaged and aware of all legal and fiduciary responsibilities
- maintain confidentiality about all internal matters of Blue Flowers Org
- review agenda and supporting materials prior to board and committee meetings
- approve Blue Flowers Org annual budget, audit reports, and material business decisions
- follow the organization's bylaws, policies, and board resolutions
- sign an annual conflict-of-interest disclosure and update it during the year if necessary
- disclose potential conflicts before meetings and actual conflicts during meetings

Fundraising

Blue Flowers Org Board Members will consider Blue Flowers Org a philanthropic priority and make annual gifts and donations that reflect that priority. In order for Blue Flowers Org to credibly solicit contributions from foundations, organizations, and individuals, Blue Flowers Org expects to have 100 percent of Board Members make a financial contribution in addition to:

- serving as active advocates and ambassadors and fully engage in identifying and securing the financial resources and partnerships necessary for Blue Flowers Org to advance its mission
- leveraging connections, networks, and resources to develop collective action
- helping identify personal connections benefitting the organization's fundraising and reputation

Board terms/participation

Board Members will serve a two-year term to be eligible for re-appointment for one additional term. Board meetings will be held quarterly and committee meetings will be held throughout the year as needed. Most meetings are held virtually.

Are you interested in serving on our board?

**Please contact Shavonn Richardson at
shavonn.richardson@blueflowers.org or 1-855-258-3222 EXT 701**