

*The **mission** of the **Children's Museum of Fond du Lac** is to create hands on learning experiences though interactive exhibits and educational programs that engage children and their caregivers in the partnership of learning through play. Board Members along with all functional support persons/committee (see organization chart dated Nov 2012) serve a critical role in achieving the mission.*

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### **Position**

The Board provides mission-based leadership and is **supportive** and **strategic** in nature. While day-to-day operations are led by CMFDL'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**

- Serves as a trusted advisor to the Executive Director as s/he develops and implements CMFDL's strategic plan.
- Approves CMFDL's annual budget and capital budgets/expenditures.
- Provides financial support of the organization (both capital and operating).
- Supports the development goals approved by the board, both personally and through the development and support of donor relationships.
- Reviews outcomes and metrics created by CMFDL for evaluating its impact, and regularly measures its performance and effectiveness using those metrics.
- Reviews agenda and supporting materials prior to board and committee meetings.
- Reviews audit reports and materials prepared by third party review agencies.
- Assists the ED, board president and nominations committee in identifying and recruiting other board members.
- Partners with the ED and other board members to ensure that board resolutions are carried out.
- Serves on committees or task forces and taking on special assignments.
- Represents CMFDL to stakeholders; acting as an ambassador for the organization.
- Ensures CMFDL's commitment to a diverse board and staff that reflects the communities CMFDL serves.

### **Fundraising**

CMFDL Board Members consider CMFDL a philanthropic priority and make annual (capital, if applicable) gifts that reflect that priority. So that CMFDL can credibly solicit contributions from foundations, organizations, and individuals, CMFDL expects to have 100 percent of Board support of its appeals. CMFDL board members also support the requests of the fundraising committee(s), such as event attendance and raffles sales, so long as they are in line with the budget approved by the board.

### **Board terms/participation**

CMFDL's Board Members will serve a two-year term to be eligible for re-appointment for two additional terms (for a total of six years). Board meetings will be held every other month, while committee meetings will be held as needed, based on the goals set for and/or by the committee.

### **Qualifications**

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

Ideal candidates will have the following qualifications:

- Extensive professional experience with significant executive leadership accomplishments in business, government, philanthropy, or the nonprofit sector.
- A commitment to and understanding of CMFDL's visitors, members and users, preferably based on experience.
- 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 children, their families and community.

Service on CMFDL's Board of Directors is without remuneration, except for administrative support, travel, and accommodation costs in relation to board members' duties.

For more information, please visit CMFDL's website at [www.CMFDL.org](http://www.CMFDL.org), sign up to receive our electronic newsletters and follow us on facebook and/or twitter.