



F5 Project Board Member

This position will serve for a 2 year term on F5 Project's Board of Directors.

About F5 Project

Started by a former inmate in 2016, F5 Project was founded to help individuals struggling with incarceration, mental health and addiction by providing resources and services to help obtain employment, housing, health care and other basic needs. By empowering individuals to create meaningful change in their lives through support and grace, F5 Project restores purpose for individuals, fosters healing and rebuilds stronger communities.

Overview of the Board of Directors

The Board of Directors for F5 Project is comprised of at least four members. Remaining legal requirements of the Board of Directors are listed in the organizational bylaws.

F5 Project's Board of Directors is the governing body that oversees the vision, mission, and internal operations of the organization. F5's Board members are elected for two-year terms with the option of renewal for three consecutive terms. Board members hold overall fiscal and managerial oversight responsibility for F5 Project. They are responsible for making decisions, delegating work, and assuring decisions are carried out in the manner intended. Ultimately, board members serve as ambassadors for F5's mission, inside and outside of organizational commitments.

The Board's Roles and Responsibilities:

1. Determine mission and purposes of organization. It is the board's responsibility to create and review a statement of mission and purpose that articulates the organization's goals, means, and primary constituents served.
2. Select the chief executive. Boards must reach consensus on the chief executive's responsibilities and undertake a search to find the most qualified individual for the position.
3. Support and evaluate the chief executive. The board should ensure that the chief executive has the moral and professional support he or she needs to further the goals of the organization.
4. Ensure effective planning. Boards must actively participate in an overall planning process and assist in implementing and monitoring the plan's goals.
5. The board's responsibility is to determine which programs are consistent with the organization's mission and monitor their effectiveness.
6. Ensure adequate financial resources. One of the board's foremost responsibilities is to provide adequate resources for the organization to fulfill its mission.
7. Protect assets and provide financial oversight. The board must assist in developing the annual budget and ensuring that proper financial controls are in place.



8. Build a competent board. All boards have a responsibility to articulate prerequisites for candidates, orient new members, and periodically and comprehensively evaluate its own performance.
9. Ensure legal and ethical integrity. The board is ultimately responsible for adherence to legal standards and ethical norms.
10. Enhance the organization's public standing. The board should clearly articulate the organization's mission, accomplishments, and goals to the public and garner support from the community.

Board members may serve as: At-Large Member (See Above), Chair, Vice-Chair, Treasurer, or Secretary.

Overview of Individual Board Member's Role and Responsibilities

- Serve as a leading ambassador of F5's mission, programs, and services
- Agree to a two-year board term, with the option of renewal for three consecutive terms
- Regularly attend and prepare for monthly board meetings and important related meetings
- Commit to professional development
- Make a serious commitment to participate actively in board
- Prepare and approve necessary organizational policies
- Commit to an annual philanthropic commitment as determined by the individual board member and fundraise/recruit members on behalf of the organization
- Participate in annual self-evaluation of personal board service
- Participate in hiring and oversight process of the Chief Executive
- Be knowledgeable about F5's mission, vision, programs, and events
- Stay informed about board matters, prepare themselves for meetings, and review and comment on issues of importance
- Participate in creation of strategic plan and conduct annual review of the strategic plan
- Get to know other board members and F5's stakeholders and build a collegial working relationship that contributes to consensus
- Respond to requests for feedback or decisions between meetings in a timely manner
- Understand financial statements or commit to learning about nonprofit financial oversight

Qualifications for Service

- Interest in and willingness to support organizational goals and objectives
- Individual must possess initiative, integrity, and be willing to collaborate
- Individual must have an analytical ability, leadership experience, and planning skills
- Ability to organize and monitor work, be able to make sound decisions, and deal effectively with sensitive information
- Ability to easily use email and other technology such as Google Suite, Cloud Services, etc.
- Individual must have a commitment to open and honest communication



- Previous nonprofit experience is preferred but not required
- Experience with scaling a business, especially with small to medium size business, and an understanding of franchising or creating partnerships outside of the state is preferred but not required

How to Apply

Please send a resume and cover letter to adam@f5project.org. Please include "Board Member Application" in the subject line.