



SAY San Diego

Board Member Job Description 2024

Thank you for your interest in SAY San Diego!

Across our organization, we share the belief that all San Diego children, youth, and families can achieve greatness – good health, safety and security, creative and productive educational and occupational pursuits, and an overall high quality of life. This has been a guiding belief from SAY San Diego’s beginnings in 1971. Each year, SAY San Diego positively impacts the lives of more than 30,000 San Diegans, utilizing more than \$20 million in annual resources.

SAY San Diego does not do this work alone. We are very fortunate to have robust collaborations with government at the county, state, and federal levels; with all branches of the military; with schools, faith institutions, philanthropic, nonprofit, and corporate partners; and with hundreds of talented individuals who give of their time as volunteers each year.

Our Vision:

Opportunity, Equity and Well-Being for all San Diegans.

Our Mission:

To partner with youth, adults, families and communities to reach their full potential.

SAY San Diego partnerships, youth programs and services address the comprehensive needs of the entire child, individual or family rather than focusing on a single symptom or problem. SAY engages the San Diego community to work collaboratively and partners with hundreds of organizations such as schools, community coalitions, military branches, and local governments, to create positive change. SAY San Diego’s wholistic approach enriches youth, empowers individuals and families, and engages communities. SAY San Diego encompasses three primary program areas: Child and Youth Development; Youth, Adult and Family Wellness; and Community Engagement.

We Stand For Equity, Opportunity, Inclusion and Well-Being, Every Day

SAY San Diego and its people value diversity in our workforce and all of our relationships as a vital, creative and moral strength and key to our success. We intentionally engage and embrace diverse experiences, perspectives and talents.

We promote equity, opportunity and well-being by acting to rebalance power and privilege within our organization, relationships, communities, and the larger society.

We advocate for anti-racism and against discrimination in all forms, by acting to prevent and remove racial/ethnic and other forms of inequities and disparities in the systems, practices and policies related to our work, including systems such as education, healthcare, juvenile/criminal justice and child welfare, among others. We understand that systemic change is complex and requires many allies learning and working together to create durable positive change.



We honor the power and rights of all peoples to come together in a safe inclusive environment. We recruit, hire, train, support and promote a diverse and inclusive board and workforce, in all ways that people identify themselves, including race, ethnicity, origin language, religion, national origin, ancestry, citizenship, military or veteran status, disability, medical condition, pregnancy, marital or domestic partner status, sexual orientation, gender identity or expression, and age. Going forward, SAY will incorporate all protected characteristics.

We also recognize that work on diversity and inclusion and racial equity evolves over time and will be continuously improved. We are open to learning and developing this work together.

For more information about our organization, please visit SAY San Diego's website at www.saysandiego.org

BOARD MEMBER POSITION DESCRIPTION

Members of the SAY San Diego Board of Directors support the work of the organization through mission-based leadership and strategic governance. While day-to-day operations are led by SAY San Diego's chief executive officer (CEO), Nancy Gannon Hornberger, the Board-CEO relationship is a partnership, and the involvement of board members is both critical and expected. The board represents the public's stake in the work of our nonprofit. Service on SAY San Diego's Board of Directors is without remuneration.

Specific board member roles and responsibilities include:

Determining vision and mission: It is the board's responsibility to create and review a statement of vision and mission that articulates the agency's goals and means, and the primary constituents or beneficiaries that the organization is designed to serve.

Building a competent and representative board: Board members have a responsibility to develop requirements for candidates, recruit and nominate new members, convene board development and planning meetings, adhere to the organization's bylaws, and periodically evaluate their own performance as a board.

Enhancing the organization's public standing: Board members are asked to serve as ambassadors and champion the organization and its causes, including promoting the organization's mission, accomplishments, and goals to the public.

Selecting, supporting, and evaluating the CEO: Board members are responsible for the annual evaluation and compensation review of the CEO, based on clear expectations regarding the CEO's responsibilities and performance measures. Board members ensure that the CEO has the moral, professional and practical support needed to further strategic and operational goals. As needed, the board is responsible for conducting a search to find the most qualified individual for the position.

Ensuring effective strategic and policy planning: Board members actively participate in an overall planning process and assist in implementing and monitoring progress toward strategic plan goals.



Ensuring adequate financial resources: One of the board's foremost responsibilities is to ensure adequate resources for the agency to fulfill its mission. This is done through direct giving and by helping the agency to build relationships with donors and to maximize opportunities for grants and contracts.

Protecting assets and providing proper financial oversight: Board members assist in developing the annual budget and ensuring that proper financial controls are in place. Board members review and approve monthly financials, the annual budget, and the annual independent audit. The board is also responsible for building and responsibly investing reserve funds.

Ensuring legal and ethical integrity: Board members are ultimately responsible for upholding legal standards and ethical norms. The board is also responsible for an annual review of the organization's compliance plan and compliance status.

Specific member requirements:

Annual giving: It is expected that SAY San Diego board members view the organization as a philanthropic priority and give annual financial gifts that reflect this. So that SAY San Diego can credibly solicit contributions from foundations, organizations, and individuals, the agency asks that 100% percent of board members make an annual contribution commensurate with their capacity.

Terms and Attendance: SAY San Diego's board members serve a three-year term. Terms are renewable. Board meetings are held eight times a year and all members are expected to attend. It is also expected that board members join and contribute to committees and SAY San Diego events throughout the year.

Qualifications: Serving on the board of directors for SAY San Diego is an extraordinary opportunity for individuals who are passionate about the agency's mission. Core individual qualifications include:

- Strong diplomatic skills and a natural affinity for cultivating relationships and persuading, convening, facilitating, and building consensus among diverse individuals.
- A commitment to and understanding of SAY San Diego's beneficiaries, preferably based on experience.
- Personal qualities of integrity, credibility, and passion for improving the lives of SAY San Diego's beneficiaries.
- Extensive experience in one or more areas of significance to SAY San Diego, including the following, among others:
 - Business development
 - Community leadership
 - Contacts, networking
 - Culturally diverse life experience
 - Educational programming (early age to college)
 - Equity, diversity and inclusion
 - Evidence based practices
 - Entrepreneurial, social enterprise
 - Faith community leadership
 - Practice of law/legal services
 - Finance, accounting, insurance expertise
 - Fund raising, donors, philanthropy
 - Human resources
 - Media, public relations
 - Public health
 - Public policy, advocacy, social justice
 - Real estate
 - Research, data and/or evaluation
 - Volunteer management, service enterprise
 - Youth/family support partner