

## United Way of Kennebec Valley Board of Directors Member – Position Description

**Our Mission:** United Way of Kennebec Valley (UWKV) unites people and resources to improve lives in our community.

**Our Vision:** UWKV envisions a strong, self-sufficient community in which people are educated, financially stable and healthy.

**Our Values:**

UWKV is:

- Community Centered – We serve the community, are inclusive of all people, and are responsive to needs.
- Results Driven – We are forward-thinking and deliberate as we translate strategy into measurable and lasting outcomes.
- Collaborative – We champion collective action, align community efforts, and engage different perspectives.
- Leading with Integrity – We foster trust, ensure our work is [equitable](#) and transparent, and hold ourselves accountable.

For more information, visit UWKV's website, [www.uwkv.org](http://www.uwkv.org).

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### Position Description

The Board will promote and protect the work of UWKV and provide mission-based leadership and strategic governance. While day-to-day operations are led by UWKV's President & CEO, the Board/CEO relationship is a partnership, and the appropriate involvement of the Board is both critical and expected. Specific Board Member responsibilities include:

- Regularly attend monthly, 1.5-hour-long Board meetings
- Serve as a trusted advisor to the President/CEO as they develop and implement UWKV's strategies
- Review agenda and supporting materials prior to Board and committee meetings
- Approve UWKV's annual budget, audit reports, 990 forms, general policies, campaign goal, and community investment process funding; be informed of, and meet, all legal and fiduciary responsibilities
- Conduct an annual performance evaluation of the President/CEO, and hire the President/CEO as needed
- Assist the President/CEO and Board Chair in identifying and recruiting other Board Members

- Partner with the President/CEO and other Board Members to ensure that Board resolutions are carried out
- Actively participate on at least one committee annually
- Represent UWKV to stakeholders; act as an ambassador for the organization
- Ensure UWKV's commitment to a diverse Board and staff that reflects the communities UWKV serves
- Conduct regular self-assessment of Board roles and duties
- Commit to acting in an ethical manner by signing annual Code of Ethics and Conflict of Interest Policy and disclosing any conflicts

### **Fundraising**

UWKV Board Members consider UWKV a philanthropic priority and make annual gifts that reflect that priority. UWKV expects to have 100 percent of Board Members make an annual contribution in any amount. This level of Board commitment will enable UWKV to credibly solicit contributions from foundations, organizations, and individuals.

### **Board Terms**

UWKV's Board Members will serve a three-year term and be eligible for re-appointment for one additional term. Board meetings will be held monthly, and committee meetings will be held according to their specific schedules.

### **Qualifications**

This is an extraordinary opportunity for a supporter who is passionate about UWKV's mission. Selected Board Members will have achieved respected stature in business, government, philanthropy, the nonprofit sector, or beyond. Their accomplishments will allow them to attract other well-qualified, high-performing Board Members.

Ideal candidates will have the following qualifications:

- Personal qualities of integrity, credibility, and a passion for improving the lives of UWKV's beneficiaries
- Professional experience with accomplishments in business, government, philanthropy, the nonprofit sector, and beyond
- A commitment to and understanding of UWKV's beneficiaries, preferably based on experience
- Savvy diplomatic skills and a natural affinity for cultivating relationships and persuading, convening, facilitating, and/or building consensus among diverse individuals

Service on UWKV's Board of Directors is without remuneration.

### **UWKV's Diversity, Equity and Inclusion Statement**

[Diversity, equity and inclusion](#) (DEI) lies at the core of achieving our mission, living our values, and advancing the common good. We acknowledge that injustices have persisted throughout history and continue to exist in our communities today. Therefore,

we remain committed to addressing these complex issues by sharing our own beliefs with the community:

- [Diversity](#) leverages the benefits of each unique perspective.
- [Equity](#) gives everyone the opportunity to thrive.
- [Inclusion](#) shares the power of decision making.

Within our own organization, we create and maintain an equitable and inclusive environment that leverages the unique contributions of diverse individuals and organizations in all aspects of our work.

- We take the broadest possible view of diversity, going beyond visible differences, to affirm the humanity of all individuals.
- We bring an equity lens to our organizational practices to guide decision-making and advance goals in this space.
- We engage the power of inclusion to create the innovative solutions and community ownership necessary to address complex community issues.
- We hold ourselves accountable, consistently examining and evolving our core beliefs over time, to honor the members of our communities.
- We ensure staff and volunteers broadly reflect the diversity of the communities we serve.

As community leaders, we support our partner programs in diversity, equity, and inclusion capacity building by providing an awareness and foundation for best practices.

- We provide appropriate transparency around decision-making and facilitate meaningful opportunities for feedback, especially for those directly impacted.
- We act as a resource for the community by offering information, materials and training.
- We offer a measure of accountability by modeling and sharing best practices as well as providing a framework for assessment.
- We leverage our established partnerships and community connections to coordinate and drive efforts in this work.

FMI: <https://uwkv.org/Diversity>