



Minnesota Alliance on Crime Board of Directors Position Description

Minnesota Alliance on Crime (MAC) Board of Directors member terms are three years in duration and a member may, if ratified by membership, serve up to two consecutive terms.

MAC Board members are expected to provide a time commitment of five to ten hours per month to ensure all duties are fulfilled; and provide additional time as needed for special events and projects.

MAC Board meetings are on the second Thursday every other month. Meetings normally last three hours and are held during the day in St. Paul, Minnesota.

Expectations of the Board as a Whole:

As the highest leadership body of the organization and to satisfy its fiduciary duties, the board is responsible for:

- Determining the mission, core values, and purpose of the organization;
- Selecting and evaluating the performance of the Executive Director;
- Strategic and organizational planning;
- Ensuring strong fiduciary oversight and financial management;
- Fundraising and resource development;
- Approving and monitoring MAC's programs and services;
- Enhancing MAC's public image; and
- Assessing its own performance as the governing body of MAC.

Expectations of Individual Board Members:

Each individual board member is expected to:

- Know the organization's mission, core values, policies, programs, and needs;
- Faithfully read and understand the organization's financial statements;
- Serve as active advocates and ambassadors for the organization and fully engage in identifying and securing the financial resources and partnerships necessary for MAC to advance its mission;
- Leverage connections, networks, and resources to develop collective action to fully achieve MAC's mission;
- Give a meaningful personal financial donation every year;
- Help identify personal connections that can benefit the organization's fundraising and reputational standing, and can influence public policy;
- Prepare for and conscientiously participate in six bi-monthly board meetings per year. Board Members are strongly encouraged to attend at least two board meetings in person per year, not counting the Annual Meeting in September. If unable to attend any specific board meeting in person, Board Members will attend and participate in board meetings through interactive electronic video conferencing and;
- Board Members are required to attend the two-day Annual Meeting and Capacity Building Training in its entirety.
- Participate fully in one or more Board committees.

Further, board members are expected to:

- Follow the MAC's bylaws, policies, and board resolutions;
- Sign an annual conflict-of-interest disclosure and update it during the year if necessary, as well as disclose potential conflicts before meetings and actual conflicts during meetings; and
- Maintain confidentiality about all internal matters of MAC.

Minnesota Alliance on Crime Mission Statement:

The Minnesota Alliance on Crime connects systems, service providers, and victims to advance the response for victims of all crime.

Minnesota Alliance on Crime Core Values Statement:

1. We oppose the use of all forms of violence and affirm the basic human right of every person to live without fear or the threat of violence throughout the course of one's life.
2. We seek to ensure a criminal justice system that is fair and accessible to crime victims, and meaningful rights for crime victims are routinely honored.
3. We stand in solidarity with efforts around the world to end all forms of discrimination, exploitation, and violence.
4. We recognize that forms of oppression based on race, gender, class, ethnicity, nationality, immigration status, disability, age, religion, and sexual orientation create a climate of supremacy and ownership that facilitates the use of on-going violence and exploitation.
5. We believe in the strength of diversity, embrace the differences among ourselves and within our communities, and promote the development of leadership in all communities.
6. We undertake prevention efforts to confront and change cultural norms and practices that facilitate violence and exploitation.
7. We promote and encourage the leadership of victim/survivors in guiding our advocacy, policy, and training efforts.
8. We affirm the power of collective and collaborative efforts to advocate with social systems and institutions in order to end violence and exploitation.
9. We encourage reflection about our work and thoughtful evaluation of our efforts. We are committed to the ongoing development of innovative strategies and programs to better meet the diverse and emerging needs of crime victims.
10. We commit to create a work environment for staff and volunteers that respects diversity, fosters professional growth, encourages critical thinking and initiative, and promotes diligent and effective advocacy efforts.

I have read and agree to promote MAC's mission and core values; and execute the duties and responsibilities of a member of the Board of Directors for the duration of my tenure.

Signed: _____

Date: _____