

CONTACT:

Lutheran Volunteer Corps (LVC)
Board Development and Nomination Committee
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# Lutheran Volunteer Corps (LVC) seeks nominations for the Board of Directors, and Board Committees

# **About Lutheran Volunteer Corps:**

Lutheran Volunteer Corps (LVC) is a community of faith uniting people to work for peace with justice. We place Volunteers in full-time service positions in person and virtually at social justice organizations for one or two years in five U.S. cities (Baltimore, Minneapolis-St. Paul, Omaha, Washington, D.C., and Wilmington, DE). Volunteers live in community with other Volunteers; gather together monthly for national program days; and commit to direct or indirect service positions in areas like community development and organizing, education and youth engagement, food justice, gender/LGBTQ equality, health care, housing, immigration and refugee services, environment, and legal assistance. Volunteers grow together as community members and social justice leaders.

**LVC** seeks nominations for the Board of Directors, and Board committees, for the year starting August **2022.** Board and committee candidates sharing our commitment to diverse leadership that reflects the communities we serve are encouraged to apply, including female, transgender, Black, Latinx; candidates living in LVC cities; and those experienced with restorative justice, legal matters (Bar certified in D.C.), finance, and fundraising.

#### **Serving on Our Board of Directors:**

The Board of Directors provides mission-based leadership and strategic governance for the organization, in partnership with the President. Board Members serve a three-year term and are eligible for renewal for two total terms. Board Members participate in aspects of the annual Orientation for new Volunteers each August (currently virtually). Board Members must be available to participate in 4-6 full Board meetings via Zoom annually as well as committee meetings and complete related tasks. Serving on the LVC Board is without remuneration, except for administrative support, travel, and accommodation costs in relation to Board Members' duties. Board member responsibilities include:

- Serve as a trusted advisor to the President as they develop and provide direction for LVC's strategic plan
- Evaluate the organization's impact and approve the annual budget, audit report, and material business decisions
- Represent LVC and act as an ambassador for the organization and actively engage in Board fundraising activities
- Ensure Lutheran Volunteer Corps' commitment to diverse board, staff, and Volunteers that reflect the communities LVC serves
- Serve on one or more of the following committees: Board Development and Nomination, External Relations and Fundraising, and Finance

#### **Serving on Board Committees:**

LVC wishes to connect with people who have an interest in lending their time and talents to one of the Committees of the Board (without joining the Board as a voting member). This is a great way to become involved in the organization and gain valuable experience furthering the mission; work with Board members; immerse in the organizational culture; and gauge whether you want to apply to join the Board in the future. Board committees include:

## **Board Development and Nomination**

- Incorporate JIC/liberation lens in committee work
- Update mapping of current board member skills and expertise and identify gaps for recruitment
- Recruit and recommend 3-4 additional board members to join the board, and 1-2 non-board to join committees, for August of each year
- Recruit from Luther Place (LP) Local Support Network members to include one LP liaison, when possible
- Build database of board and non-board prospects from staff and current board
- Clarify officer position descriptions
- Propose changes to bylaws when necessary
- Review board recruitment, application, interview, inclusion, and retention for values alignment
- Review conflict of interest policy, collect COI forms, and ensure compliance

### External Relations & Fundraising

- Incorporate JIC/liberation lens in committee work
- Assign board schedule for making monthly thank you calls to donors for donor retention
- Use donor thank you calls to update donors on LVC activities, and call to action when necessary
- Establish give/get expectations, track giving, and check-in with board members on progress
- Take an active role in the National Development Committee with the LVC president
- Consider alumni and local support network inclusion in development plans

#### **Finance**

- Incorporate JIC/liberation lens in committee work
- Oversee audit and tax preparation documents
- Prepare yearly budget for Board approval
- Monitor and take appropriate actions on finance reports at Finance Committee meetings
- Provide financial reports and explanations to the Board for Board meetings
- Update the Board on revenue structures (placement fees, fundraising, contributed income) and other finance projects
- Provide committee and Board instruction on budget model, finance reports, and financial outlook to prepare them for understanding and acting on financial reports and recommendations
- Determine banking and investment options for the ELCA Pooled Trust and MIF

#### **LVC Values:**

LVC values are embraced at every level of our work and activities. We look forward to considering candidates who can bring this spirit into their leadership on committees and the Board.

- Simple and sustainable living honors the abundant resources that God provides. These resources must be shared equitably so all can thrive.
- We are unique individuals, yet we are bound to each other. Living in intentional community creates the supportive space to engage in social justice, live sustainably, and explore meaning and vocation.
- Exploring spirituality in community promotes understanding of diverse beliefs and values.
- Our *journey to inclusive community* must confront racism and oppression through intentional and often uncomfortable personal and institutional transformation.
- Social justice compels us to strive for a peaceful world where basic human rights are met.

Read more about Lutheran Volunteer Corps at <a href="http://lutheranvolunteercorps.org/mission-values/">http://lutheranvolunteercorps.org/mission-values/</a>

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# Lutheran Volunteer Corps Board of Directors and Committee Application Form

Please send your completed application form, cover letter, and a resume/curriculum vitae to the Co-Chairs of the Board Development and Nomination Committee at

boardsearch@lutheranvolunteercorps.org. Questions can also be sent to this email address.

Name: Phone Number: LinkedIn (optional):  Please indicate how you wish to serve: Board of Directors (includes service on com Committee(s) only	Email: Twitter (optional): mittees)
How did you hear about this opportunity? Did anyone approach you about serving (if so, who)?	
Please mark areas where you feel you have skill  *Denotes current Board priority  Legal*  Pinancial*  Diversity, Equity, and Inclusion*  Human Resources  Leadership Development  Grant Writing  Board Experience  Risk Management  ED Succession Planning	Restorative Justice* Technology Belief in the LVC Mission & Values * Strategic Planning Community Development Nonprofit Management Marketing Real Estate in program cities Fundraising
Emerging from our Journey to an Inclusive Community core value, LVC seeks to expand its Board representation of historically underrepresented identities (such as race, sexual orientation, or gender identity). If you check this box, we invite you to elaborate on your positionality in the cover letter.  □ I belong to an underrepresented identity.	
LVC currently operates 3 Board committees, in addition to our Executive Committee. Please indicate your interest in service on the following committee(s):  Board Development and Nomination  External Relations & Fundraising	

# Please submit a cover letter (1-2 pages) that addresses the following:

- What motivates you to seek membership on the LVC Board or committees, and what do you imagine you will contribute?
- Describe what LVC's Core Values (included above) and restorative justice mean to you personally, providing examples from your personal or professional life.
- LVC uses a decision-making process based on consensus. Discuss a time when you had to use compromise and consensus to reach an agreement with someone else on a difficult topic.
- Briefly describe your involvement with LVC or relevant volunteer experience with non-profit organizations.