



Child Advocacy Center Board Fact Sheet

Board Charter	The Board of Directors is responsible for providing leadership and governance for the Child Advocacy Center and its services. The Executive Director reports to the Board. Much of the Board's work is done in committee. The Executive Committee has the authority to vote on policy in the absence of a full Board vote.
Board Term	Three years, at which members are eligible for consideration for a second three year term.
Board Meetings	The Board currently meets the first Tuesday of every other month from 4:00 – 5:30 p.m. at the Child Advocacy Center.
Work Groups	In addition to the Executive Committee there are a number of Ad Hoc Work Groups targeted at specific organizational needs. Examples of Ad Hoc Work Groups are the Capital Campaign Cabinet, Board Development, Personnel Policy Revision, Community Awareness
Board Size	Currently, a maximum of 20 Board members including 5 permanent members (Lancaster County Attorney, Lancaster County Sheriff, Lincoln Police Chief, Area Administrator for Health and Human Services and Superintendent of the Nebraska State Patrol).
Attendance	Attendance is expected at all Board meetings. An attendance problem occurs if a board member has two (2) unexcused absences or three (3) excused absences in a row.
Committees	Board members are expected to serve on a least one work group during the course of a year
Fundraising	Make a meaningful personal gift and actively participate in one or more fundraising events.
Professional Development	Attend an initial orientation and stay informed about issues and activities.
Community	Articulate the Child Advocacy Center's mission, accomplishment and goals to the public and garnish support from the community.
Ethics	Act in the best interest of the Child Advocacy Center, disclose any conflicts of interest and excuse themselves from discussions and votes where they have a conflict of interest.
Background Check	A thorough criminal history background check will be conducted on all of the top applicants to the Board of Directors



Child Advocacy Center Board Member Agreement

I understand that as a member of the Child Advocacy Center Board of Directors I have a legal and moral responsibility to ensure that the organization does the best work possible in pursuit of its goals. I believe in the purpose and the mission of the organization and I will act responsibly as its steward.

As part of my responsibilities as a board member:

- ❖ I will articulate the Child Advocacy Center's mission, accomplishment, and goals to the public and garnish support from the community.
- ❖ I will attend at least 75% of board meetings, committee meetings and special events.
- ❖ I will make a personal financial contribution at a level that is meaningful to me.
- ❖ I will actively participate in one or more fundraising activities each year.
- ❖ I will act in the best interests of the Child Advocacy Center and excuse myself from discussions and votes where I have a conflict of interest.
- ❖ I will stay informed about the Child Advocacy Center. I will ask questions and request information. I will come prepared to board meetings and participate in and take responsibility for making decisions in issues, policies and other board matters.
- ❖ I will work in good faith with the staff and other board members as partners towards achievement of our goals.
- ❖ If I do not fulfill these commitments to the Child Advocacy Center I will expect the board chair to call me and discuss my responsibilities with me.

In turn, the Child Advocacy Center will be responsible to me in several ways:

- ❖ I will be sent, without request, timely financial reports and an update of organizational activities.
- ❖ Opportunities will be offered to me to discuss with the executive director and the board chair the Child Advocacy Center's programs, goals, activities and status. Additionally, I can request such an opportunity.
- ❖ The Child Advocacy Center will help me perform my duties by keeping me informed about issues related to the investigation and prosecution of child abuse cases and offering me opportunities for professional development as a member of the board.
- ❖ Board members and staff will respond in a straightforward fashion to questions I have that I feel are necessary to carry out my fiscal, legal and moral responsibilities to the Child Advocacy Center. Board members and staff will work in good faith with me toward achievement of our goals.
- ❖ The Child Advocacy Center will carry director's and officer's liability insurance.

Signed

Date



APPLICATION TO SERVE ON THE BOARD OF DIRECTORS

Name	Occupation
Home Address	Work Address
Home Phone	Work Phone
Email	

Tell us why you are interested in serving on the Child Advocacy Center Board of Directors.

Tell us about any special skills or experience you could bring to the Board.

Tell us about any previous experience with issues related to child abuse and family violence, particularly child sexual abuse.

Please tell us about any other boards you are currently serving on.

Please describe your professional connections in the community.

Tell us about your other volunteer work in the community.

