



## Rural Alaska Community Action Program

### Young Leader Board Member Position Description

#### RurAL CAP Mission

To empower low-income Alaskans through advocacy, education, affordable housing and direct services that respect our unique values and cultures. For more information, please see RurAL CAP's website at [www.ruralcap.com](http://www.ruralcap.com)

#### Position Overview

The RurAL CAP Board of Directors provides mission-based leadership and strategic governance of the agency. The Young Leader Board Members have an advisory, non-voting board membership. They participate in RurAL CAP Board of Directors' meetings, discuss issues, make recommendations, propose actions and serve on committees. They are treated as equals, except in the matter of voting. Training and support will be provided.

#### Responsibilities

- Attend all board and assigned committee meetings.
- Attend special meetings and functions, such as board retreats and training events.
- Become informed about the organization's vision, mission, services, policies and Community Action Program status through board member training and mentorship opportunities.
- Become familiar with Robert's Rules of Order as a guide for board meeting conduct and procedure.
- Review board meeting agendas and supporting materials prior to board and committee meetings.
- Follow conflict of interest and confidentiality policies.
- Learn about board fiduciary responsibilities, such as reviewing annual financial statements, budgets and accounting practices with the support of other board members.
- Provide candid and constructive criticism, advice, ideas and comments.
- Act as an ambassador and advocate for RurAL CAP in the community.
- Participate in RurAL CAP's strategic planning process.

#### Qualifications

- Age: 18-24
- Residing in rural Alaska.
- Knowledge of poverty in rural Alaska.
- Passionate about RurAL CAP's mission. Desire to work with RurAL CAP's Board of Directors in advocating for change. Willingness to learn and be challenged.
- Good communication skills. Willingness to speak in front of large groups or with key decision-makers. Comfortable sharing thoughts and concerns in a public forum.
- Leadership potential – Person seeking an opportunity to develop leadership skills. No prior experience required.
- Ability to use a computer for agency and board communications.
- Available for two-day trips to Anchorage, Juneau or other meeting locations four times per year (costs covered by RurAL CAP). Willing to prioritize board meetings over other activities.
- Good connections with other young adults and youth who can provide perspectives and ideas to be brought before the RurAL CAP Board of Directors.