

Job Description: Member, Board of Directors

Responsibilities

- Attend 2-hour monthly meetings (11 per year) as well as a 3-4 hour annual retreat.
- Participate and devote four hours per month to a Standing Committee:
 - Executive
 - Development
 - Finance
 - Program
- Financial obligation: \$200/year suggested minimum financial contribution or equivalent in-kind support. Annual contributions submitted each year in April. New Board members, may make their contribution within three months after joining.
- Serve for a minimum of two years.

Qualifications

- Interest in children, community, and art education.
- Ability to commit to the monthly Board meetings and devote four hours of work per month to a Standing Committee.
- Strong verbal and written communication skills.
- Experience working in a non-profit, serving on a non-profit board, or active participation on a SFCAC Board Standing Committee is preferred.
- Experience in business and professional sectors is welcomed.

Application Process

- For more information, please call the Art Center office at (415) 771-0292 or send an e-mail to sfcac@childrensartcenter.org.
- If interested, send an email with a brief statement explaining your interest and a brief summary of your educational and employment background. Please attach your resume to email.
- Schedule an informational meeting with two current Board members at the Art Center to meet the Art Center staff, observe children at work in the Studio, and receive a Board Information Packet.
- The two Board members will confer, make a recommendation to the Board, and invite the prospective Board member to attend the first 30 minutes of the next Board Meeting as an introduction to the other members.
- Board votes and responds with invitation to join.