

## SE UPLIFT BOARD OF DIRECTOR POSITION DESCRIPTION

*Mission: To collaborate with the SE Portland community to build informed, inclusive, and participatory neighborhoods that support our social and ecological well-being.*

Thank you for your interest in a SE Uplift Neighborhood Coalition Board of Directors position! Together, we have a big impact. Our Board members seek to further our organizational mission through our programming and activities. Collectively, we envision a more resilient future for our 20-neighborhood district where everyone feels and is welcome, interconnected and empowered with the resources needed to advocate for change on the issues that impact their lives. By joining our Board you will be instrumental in guiding support for community organizations, gain experience as a nonprofit leader, connect with other leaders, and make a difference in your community!

Election to the SE Uplift Board of Directors is an important responsibility and places a high priority on participation, deliberate thought, enthusiasm and dedication to upholding SE Uplift's [Mission and Values](#) and [DEIA Statement](#). Board Directors help guide SE Uplift's high-level operations and standards of performance, approve and monitor the annual budget, review its revenue and expenses on an ongoing basis, participate in the recruitment and development of effective board members, and serve as advocates for SE Uplift throughout the community. Each director shall endeavor to promote the objectives of SE Uplift to the best of their ability.

SE Uplift is an independent 501c3 nonprofit corporation. The Board is comprised of:

- (1) up to one representative from each of the 20 Neighborhood Associations in the SE District,
- (2) up to two representatives from Business District Associations in the SE District,
- (3) up to seven representatives from other community groups including nonprofit organizations, businesses, or public agencies in the SE District, and
- (4) up to seven Directors at-large who live, work, play or worship in the SE District, who have special expertise, skills or interests deemed valuable to the Board of Directors, or who bring a valuable diversity of background and lived experience to the Board of Directors.

The expectations and responsibilities of a Director include:

- Serving as a liaison between SE Uplift and the director's neighborhood, organization or community.
- Attending and participating in monthly board meetings.
- Promoting and participating in SE Uplift's mission and activities.

- Staying informed about SE Uplift programs and activities, and all decisions affecting the organization by being fully involved and prepared for board and committee meetings.
- Making appropriate decisions as a Director on the basis of adequate information and a thorough understanding of SE Uplift's mission, policies, programs, goals, strengths, needs and its obligations to the community.
- Participating in at least one SE Uplift committee (preferred).
- Engaging in effective organizational planning and financial oversight.
- Actively promoting the organization's public standing and effectively communicating information between the Board and any other organizations represented.
- Understanding and complying with the [Conflict of Interest Policy](#).
- Maintaining confidentiality of Board executive sessions.
- Bringing an open, positive and collaborative approach to all Board and committee discussions.

Board Directors for any Oregon nonprofit have three legal duties outlined by the State of Oregon: 1) They show up and are engaged and informed (Duty of Care), act in the organization's best interests and independently of any other organization (Duty of Loyalty), and ensure that the organization follows the law (Duty of Obedience).

SE Uplift provides an orientation for new board members in conjunction with our annual staff and board ice cream social. Our monthly board meetings feature opportunities for ongoing learning, networking and community advocacy. And board members are provided with the monthly meeting agenda and support materials a week prior to each meeting.

When you join the SE Uplift Neighborhood Coalition Board of Directors you join forces with other leaders through the district in building informed, inclusive and participatory neighborhoods throughout SE Portland in the spirit of the common good.

Join us!