



## **Volunteer Announcement**

**Los Angeles or Remote**

**Position Title: Board Member**

### **Organization Mission:**

The Urban Peace Institute (UPI) implements comprehensive community safety strategies and dismantles harmful systems to ensure justice and freedom from violence.

We work to end injustice, violence and oppression of people who have been historically criminalized and marginalized. By expanding evidence and place-based community violence interventions, building power and assisting new regions, we advance solutions that lead to urban peace.

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### **Position Overview:**

Urban Peace Institute (UPI) is seeking a new Board Member who will be a committed advocate for UPI's mission, vision, and values. As a member of the Board of Directors, we'd like the individual to have a deep understanding of and commitment to social justice. This individual will play a key role in the governance of the organization, offering guidance, expertise, and strategic insight to support UPI's growth and impact.

### **Key Responsibilities:**

- **Governance & Oversight:**
  - Attend and actively participate in four (4) board meetings a year.
  - Provide strategic direction and oversight to ensure UPI fulfills its mission and adheres to its values.
  - Ensure financial accountability by reviewing financial statements and approving the annual budget and yearly financial audit.
  - Approve major policies and organizational decisions as necessary.
- **Fundraising & Resource Development:**
  - Support UPI's fundraising efforts by actively participating in donor cultivation, solicitation, and stewardship.
  - Leverage personal and professional networks to secure funding, in-kind resources, and partnerships.
  - Attend UPI events, fundraising activities, and community engagement efforts.
- **Advocacy & Community Engagement:**
  - Represent UPI in public forums, community events, and with key stakeholders.
  - Champion the organization's work by advocating for its mission and supporting its strategic goals.



- Ensure UPI's work is relevant, effective, and aligned with the needs of the community.
- **Leadership & Support:**
  - Serve as a mentor or advisor to UPI's leadership team in your area of professional expertise.
  - Provide guidance on organizational development, programmatic strategies, and community partnerships.
  - Participate in the hiring process for executive leadership and support board recruitment and evaluations.
- **Areas of Expertise, including but not limited to:**
  - Accounting and Finance
  - Fundraising
  - Communications and Marketing
  - Violence Prevention

### **Expectations:**

- **Time Commitment:**

Board members are expected to commit approximately 5 hours per month, including attending virtual quarterly meetings, virtual committee participation, attending in person organizational events 1-2 times a year, and supporting fundraising and advocacy efforts.
- **Financial/Fundraising Commitment:**

There is a give/get of \$5,000 that each board member is responsible to either give to UPI or fundraise for UPI annually.
- **Skills & Experience:**
  - Strong commitment to UPI's mission and values.
  - Experience in governance, strategic planning, and/or non-profit leadership.
  - Ability to work collaboratively and effectively with individuals from diverse backgrounds and perspectives.
  - Excellent communication and interpersonal skills.
- **Term of Service:**

Board Members serve a term of three (3) years and until a successor has been designated and qualified. Each Director may serve two (2) consecutive three (3) year terms. A Director may serve another two consecutive three (3) year terms but must sit out for one (1) year in between terms and be renominated and re-elected.

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### **How to Apply:**

Interested individuals are invited to submit a cover letter and resume to [development@urbanpeaceinstitute.org](mailto:development@urbanpeaceinstitute.org). Please include a brief explanation of why you are interested in serving on the Urban Peace Institute board and how your skills and experiences align with the organization's mission.