



Board of Directors Responsibilities

NPQ's board is responsible for providing strategic direction, ensuring financial sustainability, and upholding the organization's values and mission. Board members work closely with the leadership of NPQ to deliver on the organization's commitment to quality journalism and substantive training for the nonprofit sector.

Strategic Direction

- Define and periodically review NPQ's mission, vision, and values, ensuring all activities align with them.
- Participate in developing and approving NPQ's strategic plan, which outlines goals and objectives to be achieved over a defined period.

Leadership and Resources

- Evaluate NPQ, the CEO, and the board's performance regularly to ensure accountability, effectiveness, and continuous improvement.
- Ensure NPQ's financial health and sustainability by approving a balanced budget, reviewing financial statements, developing a sustainable business model, and establishing fundraising goals.
- Actively support fundraising efforts, leveraging personal and professional networks, and help to identify and cultivate potential funders, donors, and sponsors.
- Invest in relationship-building among board members and executive leadership.

Oversight

- Establish and implement sound governance policies and procedures, including the selection and evaluation of the CEO, and monitor their performance.
- Oversee financial management, risk management, and compliance with legal and ethical standards.

- Assess the board's composition, skills, and expertise and recruit new members to contribute to NPQ's growth. Proactively plan for board member succession to ensure a smooth transition of leadership.

Ambassadorship

- Promote NPQ's mission and advocate for its work in the sector, engaging stakeholders, and building relationships with key partners, donors, and supporters.

Time Commitment

Length of Board Term: Board Terms are 3 years. Board members are eligible to serve up to two consecutive 3-year terms.

Time Commitment: Board members can expect to spend about 5-8 volunteer board hours per month, on these activities:

- Attend board meetings 6x per year on a bimonthly cadence and attend committee meetings alternating months from board meetings (2-3 hours)
- Chair, co-chair, or participate on a board committee (e.g., Governance, Finance & Audit) (Note: Board committees will be established once the board size reaches 8 board members.)
- Participate (or Facilitate) quarterly board capacity building on effective board governance, legal risk, financial oversight and fund development, diversity, equity, and inclusion. (Variable)
- Complete tasks and achieve goals in a self-directed manner. (3 hours)

Prospective Board Candidate Profiles

NPQ's board as a whole is responsible for providing strategic direction, ensuring financial sustainability, and upholding the organization's values and mission. By fostering accountability and transparency, board members help build trust with stakeholders and the community.

To help advance this critical work, NPQ's board of directors seeks to grow by adding 2 – 5 members with particular skills, expertise, and experience:

- **Commitment to Leadership:** We seek board members who will be active and engaged members of the board, which includes but is not limited to:
- Regular and consistent participation in all board and committee meetings. The board meets quarterly for two hours. Annually, one meeting is held in person.
- An interest in serving at least one, three-year board term. (Note: Service of one term is preferred for continuity and stability, though there is flexibility if board service must be time-limited.)
- A willingness to consider a future leadership role as a committee chair or board officer.
- **Cross-Sectoral Influence:** Engaged board members who can leverage their networks and relationships to open doors for NPQ to funding opportunities and strategic partnerships that expand our reach and impact.
- **Commitment to Equity and Racial Justice:** An understanding of the impact of power and privilege and a commitment to engage in and promote anti-discriminatory practices, policies, and procedures.

Role- or expertise-based profiles: Based on our emergent strategic direction and current board composition, the following role- or expertise-based profiles were identified. Beginning in January 2025, we hope to add 2 – 5 new members to NPQ’s governing board representative of these profiles.

Profile #1 – Current or Former Journalist, Editor or Publisher

- Required: Background in journalism or editorial leadership who understands the dynamics of content creation, ethical standards, and quality control
- Required: Digital journalism experience with the ability to bring insights to engage online audiences and adapt traditional journalism to new media
- Preferred: Experience in building and maintaining an audience online, particularly with knowledge of social media, SEO, and email marketing to drive traffic and engagement

Profile #2 – Financial Management and Fundraising

- Required: Financial expertise especially in budgeting and contingency planning
- Required: Understanding of and experience in media monetization strategies, such as subscriptions, ads, sponsorships, memberships, and donations
- Required: Can provide critical financial guidance and inquiry
- Preferred: Access to capital and investor networks

Profile #3 – Nonprofit Movement or Advocacy Organization Executive Leader (C-Suite)

- Required: Experience leading an organization aligned with NPQ’s mission, vision, and editorial focus
- Required: Able to interrogate sectoral shifts and provide strategic guidance for how NPQ can develop to increase relevance and grow audience
- Preferred: A track record of developing cross-sector and strategic partnerships

Profile #4 – Legal and Ethical Oversight

- Required: Legal expertise related to regulatory compliance for nonprofit organizations
- Preferred: Knowledge of employment law, and media law, including copyright, libel, and defamation laws to reduce legal risks and ensure responsible journalism
- Preferred: Familiarity with data protection laws (like GDPR) to ensure compliance and maintain audience trust

Profile #5 – Navigator

- Required: Background in nonprofit management, business, law, finance, education, social services, or another relevant field
- Required: Strong dedication to NPQ's mission and goals, with an understanding of the needs and challenges within the sector, as evidenced by prior engagement with NPQ.
- Required: Proven leadership experience, with a track record of collaboration and strategic decision-making.
- Preferred: Prior experience in nonprofit fundraising or development is highly valued.