



We welcome your interest in becoming a Board Member for the Cocheco Valley Humane Society (CVHS). CVHS is dedicated to promoting the humane treatment of animals in Strafford County, NH and Southern Maine. We are a safe, temporary home for more than 1,500 surrendered, lost, abused, neglected, or unwanted animals each year. Our mission is to provide quality, compassionate care and shelter to our animals, in partnership with educating the community concerning humane animal treatment and welfare.

One way in which we fill our mission is by encouraging volunteer involvement and support. We couldn't run CVHS without our volunteer program and we are very proud of that, from our Board Members to our everyday volunteers. We feel it is important to emphasize however, that the level of commitment required of our Board Members is much different than that of a regular volunteer. We have listed below the expectations and characteristics of a CVHS Board Member. If you believe you share our dedication and commitment, we invite you apply for a position as a member of our Board.

### **Board Member Profile**

***A passion for our cause:*** You are an animal lover or you would not be considering a position as a board member for CVHS. However, it is also important that you bring a passion for the mission of our organization.

- You must share the values and philosophies that are an integral part of our organization.
- You must be willing to focus on the big picture, setting vision and strategic direction.
- You must be willing to act as an advocate and ambassador increasing awareness of the CVHS mission and impact on the community

***Time:*** We understand that time is valuable and CVHS is not your only commitment however, board member participation is fundamental to our organization.

- Board meetings are currently scheduled for the 4<sup>th</sup> Wednesday of the month from 6:00PM – 8:00PM. At times there is additional prep time required to be prepared to be an active and participating member. We expect attendance and if you are not able to attend, we expect an excused absence.
- You will be expected to serve on a minimum of 2 committees. The current committees are as follows: Executive, Capital Campaign, HR, Development, IT, Audit, Finance. (please fill in others)
- You will be expected to significantly participate in at least two of our sponsored events (that includes planning and attendance at the event). Example of current events are: Tails to Trails, Unleashed Fashion Show, Haunted Overload and more.

***Expertise:*** CVHS is a business and in order to be successful, it is important that our board be comprised of members who bring many levels of expertise to our organization. It is our belief that a strong, successful board includes representation in the following areas:

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|----------------------|-----------------------|
| • Finance            | • IT                  |
| • Fundraising        | • Human Resources     |
| • Medical            | • Legal               |
| • Policy Development | • Community Relations |

You may not personally have expertise in any of the areas noted above, but having access to the resources of others that will donate their services is a strong consideration.

**Financial Commitment:** The ability of a potential board member to commit funds to CVHS is an important consideration. Part of enticing new donors includes the board demonstration of their own financial investment in our mission by being donors themselves.

A board member is required to contribute a minimum of \$1000 annually. This can be done completely out-of-pocket, by personally soliciting cash contributions or a combination of the two.

**Overall Expectations:** We expect board members to meet the above criteria during their entire tenure on the board. Each board members' contributions are reviewed annually by the Board Chair.

We hope after reviewing this profile that you are interested in having us consider you to be a member of our board at CVHS. If at this time, this is more of a commitment than you can make we encourage you to join our incredible group of volunteers. We have general volunteer needs and needs in many specific areas and would be pleased to meet with you to review them.

***Thank you for considering us!***