



Strengthening Community Through Second Chances

BOARD MEMBER

Position Description

BACKGROUND: Offender Aid and Restoration of Arlington County, Inc. (OAR) a private nonprofit organization, has been assisting inmates and ex-offenders since 1974. OAR offers programs aimed at restoring offenders to the community as productive and responsible citizens and also coordinates the court mandated community service component for Arlington and Falls Church courts. More information may be found at www.OARonline.org.

POSITION: The Board will support the work of OAR and provide mission-based leadership and strategic governance. While day-to-day operations are led by OAR's chief executive officer (CEO), the Board-CEO relationship is a partnership, and the appropriate involvement of the Board is both critical and expected. Specific Board Member responsibilities include:

Leadership, governance and oversight

- Serving as a trusted advisor to the CEO as she develops and implements OAR's strategic plan
- Reviewing outcomes and metrics created by OAR for evaluating its impact, and regularly measuring its performance and effectiveness using those metrics; reviewing agenda and supporting materials prior to board and committee meetings
- Approving OAR's annual budget, audit reports, and material business decisions; being informed of, and meeting all, legal and fiduciary responsibilities
- Contributing to an annual performance evaluation of the CEO
- Assisting the CEO and board chair in identifying and recruiting other Board Members
- Partnering with the CEO and other board members to ensure that board resolutions are carried out
- Serving on committees or task forces and taking on special assignments
- Representing OAR to stakeholders; acting as an ambassador for the organization
- Ensuring OAR's commitment to a diverse board and staff that reflects the communities OAR serves

Fundraising

- OAR Board Members will consider OAR a philanthropic priority and make annual gifts that reflect that priority. So that OAR can credibly solicit contributions from foundations, organizations, and individuals, OAR expects to have 100% of Board Members make an annual contribution that is commensurate with their capacity.

Board terms/Participation

OAR's Board Members will serve a two-year term to be eligible for re-appointment for an additional term(s). Board meetings are held on the third Wednesday of every other month from 6pm to 8pm. Board Members are asked to attend at least six board meetings, serve on one of the board committees, and participate as a host at our annual gala.

Qualifications

This is an extraordinary opportunity for an individual who is passionate about OAR's mission and who has a track record of supporting community organizations. Selected Board Members will have achieved leadership stature in business, government, or the nonprofit sector. His/her accomplishments will allow him/her to attract other well-qualified, high-performing Board Members.

Ideal candidates will have the following qualifications:

- Lives or works in Northern Virginia
- Strong personal commitment to the mission of OAR
- Willingness and ability to speak about issues facing those returning from incarceration
- Natural affinity for cultivating relationships and soliciting individual, foundation, and/or corporate donations (either funding or in-kind donation support)
- Personal qualities of integrity, credibility, and a passion for improving the lives of OAR's beneficiaries
- Experience in financial management, business development, or legal services preferred

If you are interested in learning more about joining OAR's Board, please contact David Remick at remickd@comcast.net.