



## Board of Directors Job Description

### Overview

The Youth Mental Health Project's Board of Directors is a key factor in our organizational success and an important part of our team. The Board is composed of individuals with a diverse set of experiences, backgrounds, and skills who are committed to improving the lives of children, youth, and families struggling with mental health challenges. We rely on Board members to provide governance, financial stewardship, strategic oversight, and fundraising support. Board members embrace, articulate, and support the mission, vision, values, and purpose of the organization. They volunteer their diverse skill sets and backgrounds to advise the Executive Director on strategic initiatives. They champion The Youth Mental Health Project and leverage their networks to raise our profile, expand the reach of our work, and increase funding.

### Specific Responsibilities

- Understand the YMHP's programs and recommend improvements or adjustments
- Stay informed about existing and emerging trends in youth mental health
- Attend at least 80% of Board meetings each year, including an Annual Meeting
- Approve an annual budget, track financial performance and ensure proper financial controls and risk management processes are in place
- Protect the YMHP's legal and ethical integrity, including ensuring the organization is following appropriate policies and procedures
- Commit to maintaining confidentiality and conflict of interest policies
- Agree to contribute and/or raise \$2,500 in financial resources each year
- Cultivate donors and solicit financial support from foundations, corporations, and individuals
- Attend at least one public event of the organization annually and introduce and connect the YMHP within spheres of influence and amplify the work of the YMHP through social media channels
- Develop and approve Executive Director responsibilities and fill Executive Director vacancies when they arise
- Approve Executive Director annual goals and conduct an annual assessment of performance with documentation
- Serve on a Committee

### Term

The members of the Board of Directors serve for a term of three years. Terms may be renewed with no current maximum.

### Meetings

The Board of Directors meets in person or via video conference every other month for 90 minutes, except for the Annual Meeting which is one day per year.

## **Organization Overview**

The Youth Mental Health Project is a grassroots nonprofit organization whose mission is to educate, empower and support families and communities to better understand and care for the mental health of our youth. We envision a world made up of informed families and caring communities that realize and strengthen the mental health of our youth - a world where people are just as aware of their mental health as their physical health, where families are validated and able to readily access the care they need.

### *Mission*

We educate, empower, and support families and communities to better understand and care for the mental health of our youth.

### *Vision*

We envision a world made up of informed families and caring communities that realize and strengthen the mental health of our youth -- a world where people are just as aware of their mental health as their physical health, where families are validated and able to readily access the care they need.

### *We Believe*

- Mental health lies on a continuum and includes our emotional, psychological, and social well-being.
- A healthy mind is as important to a child's development as a healthy body.
- In order to address the devastating consequences of the current mental health crisis, early intervention and prevention must become the norm.

With an emphasis on the mental health of children, teens, and young adults, we believe that educating, supporting, and empowering families and communities to understand and care for the mental health of young people is crucial to the health of a compassionate society.