



COUNTERPULSE MISSION:

CounterPulse is building a movement of risk-taking art that shatters assumptions and builds community. We provide space and resources for emerging artists and cultural innovators, serving as an incubator for the creation of socially relevant, community-based art and culture. CounterPulse acts as a catalyst for art and action; creating a forum for the open exchange of art and ideas, sparking transformation in our communities and our society. We work towards a world that celebrates diversity of race, class, cultural heritage, artistic expression, ability, gender identity & sexual orientation. We strive to create an environment that is physically and economically accessible to everyone.

ABOUT OUR BOARD OF DIRECTORS:

CounterPulse is growing our outstanding team of Board of Directors! CounterPulse's Board of Directors comprise a strong cross-sector coalition of thinkers and movers in the Bay Area who advocate for art for positive change. As a member of our Board, you will be invited to exclusive artistic and social events as an ambassador of our steadfast, 30-year organization.

CounterPulse's Board advocates on behalf of our organization and leverages key resources and cross-sector networks in our collaborative advancement strategies. Current Board Members bring their backgrounds in law consultation, urban planning and architecture, software engineering, non-profit management, and additional areas of expertise to the table. We're looking for additional members of our Board who share CounterPulse's excitement in the art's aptitude for making the world a better place.

ABOUT YOU:

As a new CounterPulse Board Member, you may have expertise in any or all of these areas:

- Prior fundraising experience – on a large or small scale, or a desire to develop such are important qualifications
- Marketing, branding or business development leadership experience
- Strong background business or Nonprofit Management
- HR, Training, or Professional Development experience
- Strong strategic thinking and reasoning
- Excellent evaluative skills
- Sophisticated interpersonal skills
- Honesty and integrity, respect for fellow board members

- Board service on at least one other non-profit organization, or similar advisory committee.
- Leadership experience within professional or volunteer work.

Values and Attributes of CounterPulse Board Members:

- **Mission Alignment:** Understands and is aligned with CounterPulse’s intended impact and core values
- **Cultural Competence:** Demonstrates behaviors and attitudes to work effectively cross-culturally and with the diversity of audiences and neighbors of CounterPulse
- **Relationship Mgmt:** Interpersonal savvy, serious treatment of CounterPulse contacts
- **Acting with Character:** Ethics, integrity, trust, quality of decisions
- **Understanding the Business:** Non-profit management, familiarity with CounterPulse’s business model, business savvy
- **Organization and Follow Through:** Aptitude to establish systems and set priorities, executing responsibilities
- **Problem Solving:** Ability to design innovative solutions and orient team performance
- **Field Knowledge:** Understands and is connected to Bay Area performance, arts and/or community
- **Fundraising Aptitude:** Experience in fundraising, hunger to bring people to CounterPulse as supporters

CounterPulse is seeking new Board Members who are interested and/or experienced in any of the following areas:

HUMAN RESOURCES

CounterPulse is seeking new Board Members who are interested and/or experienced in professional development and socialization strategies.

Key Roles and Responsibilities

- Assist the Executive Director and Board in an annual board self-evaluation.
- Engage CounterPulse Board Members in Professional and Leadership Development.
- Work in partnership with the Chair, Recruitment to develop a succession plan for CounterPulse.
- Provide guidance in the development of Board and Employment handbooks, CounterPulse job descriptions, and ALL manners of compliance that arise.

FUNDRAISING

CounterPulse is seeking new Board Members who are interested and/or experienced in development and outreach for a non-profit organization.

Key Roles and Responsibilities

- Provide input into CounterPulse's annual fundraising plan for staff execution.
- Monitor fundraising efforts to ensure ethical practices, that donors are acknowledged appropriately, and that fundraising efforts are cost-effective.
- Lead certain types of outreach efforts and participate in organization and execution of special events.
- Leverage key community relationships towards achievement of CounterPulse's priorities and fundraising outcomes by networking with key community members, organizations, and associations.
- Develop a business understanding of resources needed to support all programs offered by the organization; Develop a strategy for creating an infrastructure to support major donors.
- Ensure that all CounterPulse board members are meeting their contribution requirements.

COMPLIANCE

CounterPulse is seeking Board Directors who are interested and/or experienced in compliance, the regulatory landscape, and California law specifically as it relates to non-profits.

Key Roles and Responsibilities

- Interpret and advise on the changing regulatory landscape for tax-exempt organizations.
- Identify and analyze legal issues, review draft key document drafts, and present clear recommendations to minimize legal risk to the organization.
- Provide oversight and coordination of compliance issues and activities for the organization.

MARKETING

CounterPulse is seeking Board Directors who are interested and/or experienced in marketing and branding for a non-profit organization.

Key Roles and Responsibilities

- Lead the development of marketing materials for CounterPulse. Convene a meeting to develop a campaign strategy to target audiences, and set distribution means.
- Partner with Chair, Fundraising to build CounterPulse's reputation in the community, utilizing marketing materials to encourage lead generation.

- Provide strategic direction for developing a consistent brand for CounterPulse materials; provide mentorship to staff in developing marketing materials.

GENERAL

Key Roles and Responsibilities

- Regularly attend board meetings and important related meetings.
- Make a serious commitment to participate actively in committee work.
- Volunteer for and willingly accept assignments and complete them thoroughly and on time.
- Stay informed about committee matters, prepare well for meetings, and review and comment on minutes and reports.
- Builds a collegial working relationship with other board members that contributes to consensus.
- Participate in CounterPulse's annual evaluation and planning efforts.
- Participates in fund raising for CounterPulse.
- The role of Board Member is key to the organization. Board members are expected to contribute to CounterPulse by attending regular performances and otherwise supporting CounterPulse's work.

TO APPLY:

- i. Write a cover letter addressing why you are interested in joining our Board, and how your prior experience is relevant to this position.
- ii. Attach your resume.
- iii. Email these items to julie@counterpulse.org subject line: "ATTN: Julie Phelps, Artistic & Executive Director, BOD"