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**United South End Settlements**

**Board Chair Role Description**

**Background**

United South End Settlements is a 126 year-old community-based nonprofit whose mission is to harness the power of our diverse community to disrupt the cycle of poverty for children and their families. We believe as families stabilize, become more resilient, and connect to a diverse network, they and their children are more likely to develop the skills they need to succeed and break the cycle of poverty.

Poverty, at its core, is a multi-generational issue. Any parent will tell you that raising a child is not easy. It is not easy for college-educated, two parent households of native English speakers. But for families without such advantages who are struggling to make ends meet, the challenges are far greater. USES’s two-generation approach focuses on the needs of parents and children together. Recent brain science research shows that effects of childhood poverty and stress continue well into adulthood. Toxic stress hinders brain development during the most critical period of brain growth. Furthermore, poverty is cyclical: a child raised in a household in the poorest fifth of the income distribution has a 39% chance of being stuck at the bottom as an adult and just a 7% chance of making it to the top. Of those who move out of poverty, 50 percent will slide back within five years.

USES is now implementing Vision125, a five year plan (FY18-22) to transform our programming into a two-generation model that strategically serves children and parents together to achieve whole family impact. In our new model, we work with parents and caregivers in developing their own capacity to reach their goals, increase their income and assets, connect to resources, and expand their social networks through job training and one-on-one coaching. For children, we provide quality educational & enrichment opportunities – early childhood education, after school programming, and a sleepaway camp in New Hampshire – that promote social-emotional learning, expand their horizons, and ready them for school and beyond.

**Position**

As a partner to the CEO and other board members, the Board Chair will provide leadership to USES during the implementation of Vision125, USES’s five year strategic plan (FY18-22) which sets USES on a path towards deeper impact and financial sustainability. The Board Chair will provide governance leadership and strategic fundraising support. Specific responsibilities include:

*Leadership, Governance, and Oversight*

* Being a trusted advisor to the CEO as s/he develops and implements USES’s strategic plan
* Developing and managing relationships and communicating with: funders, partners, and other stakeholders
* As a board member, approving USES’s annual budget, audit reports, and material business decisions; being informed of, and meeting all, legal and fiduciary responsibilities
* Reviewing outcomes and metrics created by USES for evaluating its impact, and regularly measuring its performance and effectiveness using those metrics
* Coordinating an annual performance evaluation of the CEO
* Assisting the CEO and Governance/Nominating Committee in recruiting board members
* Periodically consulting with board members on their roles and helping them assess their performance
* Planning, presiding over, and facilitating board and committee meetings; partnering with the CEO to ensure that board resolutions are carried out
* Acting as an ambassador for the organization
* Ensuring USES’s commitment to a diverse board and staff that reflects the communities USES serves

**Fundraising**

* In collaboration with the CEO, generating substantial growth in annual revenue and fostering USES’s overall financial health
* Personally treating USES as a top philanthropic priority reflected in an annual financial gift
* Ensuring that 100 percent of USES’s board members make an annual contribution that is commensurate with their capacity, as well as a contribution to USES’s capital campaign
* Identifying, qualifying, cultivating, soliciting, and stewarding major individual donors, corporate, and/or foundation gifts

**Board terms**

USES’s Board Chair (and board members) will serve a three-year term to be eligible for re-appointment for one additional term. The Board Chair may continue in service for the duration of his/her period of service.

**Qualifications**

This is an extraordinary opportunity for an individual who is passionate about the success of USES’s beneficiaries and who has a track record of board leadership. The selected Board Chair will have achieved leadership stature in business, government, philanthropy, 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:

* Extensive professional experience with significant executive leadership accomplishments in business, government, philanthropy, or the nonprofit sector
* Demonstrated success as a nonprofit board member or board chair
* A commitment to and understanding of USES’s beneficiaries and mission preferably based on experience
* Savvy diplomatic skills and a natural affinity for cultivating relationships and persuading, convening, facilitating, and building consensus among diverse individuals
* Excellent written and oral communication skills coupled with natural affinity for public speaking
* Personal qualities of integrity, credibility, and a passion for improving the lives of USES’s beneficiaries

Service on USES’s board of directors is without remuneration, except for administrative support, travel, and accommodation costs in relation to board members’ duties.