



Dear Prospective Board Member,

Caregivers Outreach Mentorship Empowerment is always open to increasing our Board of Directors. We will be entering our Seventeenth year of service as family caregivers' advocates, empowering family caregivers with accessible resources and knowledge to make comfortable choices and decisions that positively impact the quality of life for themselves and their loved ones. Family caregivers' role within our family, community, and nation is vital to our healthcare system. Moreover, the need for increased recognition and appreciation of their crucial roles is long overdue.

We are entering a challenging and exciting time of innovation and change, including embarking on groundbreaking research to study Youth Caregiving. We look forward to hosting the first-of-its-kind Youth Caregiver Symposium, which will launch a much-needed national conversation about how caregiving can affect young people's emotional and physical well-being and create a Youth Caregivers Coalition.

We are looking for board members who believe in our mission and are willing to be *active* in their governance roles to help navigate us through these exciting new initiatives so that we develop into an even stronger organization with a more significant impact. Specifically, we seek individuals with community outreach, fundraising, and social media experience with networks that can support and shed light on the needs of all family caregivers.

If you are interested in being a part of a dynamic board and are excited about making a difference in family caregivers' lives, both young and old, we ask that you complete our brief board member application and email it to info@comeoutreach.org. Below is a description of member roles and an overview of the commitments we ask board members to make. Please feel free to contact me with any questions or concerns at 347-691-8272. Once elected, our board members will participate in at least one committee.

Please feel free to contact us directly with any questions or concerns.

Sincerely,
Diane Cooper, CEO
President and Founder



Caregiver Outreach Mentorship Empowerment

Executive Board Overview

The Executive Board of COME is a highly dynamic group of individuals committed to supporting family caregivers, both young and old. Below is some basic information about how the board functions and the commitment.

Board Membership Types

The COME Executive Board has two membership types. Both Board Member Types are essential to the organization, and those who serve in both types benefit from the collegial atmosphere and professional network created by the board and the overall good feeling from supporting great work.

1. **Executive Board Member:** Traditional Executive Board Members are members that are highly engaged, attending most meetings, sitting on or chairing committees, and taking a prominent role in the direction of the organization as voting members.
2. **Executive Board “Member-at-Large”:** Members-at-Large are members or organizations that may not have the time to serve as traditional board members but are still passionate about the organization’s mission and wish to provide support. These are non-voting members with a lower meeting requirement and are not required to sit on any committees BUT have a higher “Give/Get” Commitment.

Board Term and Financial Commitment

Each board member serves a two-year term. However, we understand that life happens, and things like Board Members moving or needing to reduce their commitment may happen.

Each Board member is required to meet the \$25 Monthly Dues or \$300 Annually. \$200 Give/Get Commitment and Members At Large are required to meet an annual commitment of \$1,500. Board Members can fulfill this requirement by donating to the organization, selling tickets to the Annual Caregivers Recognition Ceremony, fundraising, and directing cash OR In-Kind Donations to the organization that amounts to the Give/Get.

Meetings

The board meets at least once a month or nine to ten times within a calendar year via Zoom. There may be occasions when the board or specific committees meet more frequently, especially leading up to significant events. Members are to attend at least six meetings. Members at Large participate in two meetings throughout the year, ideally the New Year Kick-Off Meeting and Final Meetings of the Year.

Board Positions and Committees

Executive Committee

- President- Diane Cooper



- Vice President - Leslie Dangerfield -The Vice president provides leadership to the organization, annually evaluates its performance in achieving its mission, Discusses issues confronting the organization with the Chief Executive, and performs duties when the president isn't unavailable.
- Treasurer - Brenda Wilkerson -A Treasurer manages or oversees the management of the organization's financial affairs. Includes reporting at meetings about current account balances and benchmark tracking to fundraising goals.
- Secretary Jacqueline Cherry- The secretary of a nonprofit organization plays a critical role in fostering communication and ensuring proper management and utilization of vital organizational records. Maintain board meeting schedule, send meeting reminders, take minutes, and distribute minutes post-meeting
- Fundraising Committee Chair- Diane Cooper, Kriston Morris (opened for additional members)
- Communications and Marketing Chair- Kristin Morris
- Research and Advocacy Committee Chair- Nikki Stewart
- Community Outreach Chair- Ann Purnell, Glenda Olivera
- Members- Debi Jackson, Jennifer White

Standing Committees

Fundraising Committee

This committee is the “Life Blood” of the organization because, without funding, COME's programming, research, and advocacy depend on fundraising. This committee will source fundraising ideas, plan and execute separate fundraising events, and support grant writing and other fund development initiatives. This committee helps get the organization to meet its annual fundraising goal.

Communications and Marketing Committee

This committee helps to develop and review public-facing communication like flyers, brochures, social media posts, end-of-year program reports, research reports, and other marketing materials. This committee ensures that all events are well publicized and attended. This committee is particularly collaborative as its work cuts across the other committees.

Research and Advocacy Committee

This committee is tasked with researching current caregivers' issues and suggests potential research questions that COME will explore and develop academic research around. This committee also assists with researching current legislation around caregiving, both local and national, monitoring elected officials' positions on caregiving, developing the COME advocacy platform, and liaising with elected officials to advocate for the COME platform.

Community Outreach Committee

This committee reaches out to community organizations to seek partnerships, opportunities, and projects to enhance awareness about our program.

Ad Hoc Committees- These committees are formed by the board as needed.



All traditional board members must serve on at least one standing committee. Members-at-Large are encouraged to participate in a standing committee or Ad Hoc Committee if they would like, but it is not required. Traditional Board members may also run for an open Executive Committee Position.

Prospective Board Member Application

Your Contact Information:

First and Last Name: _____

Email: _____

Address: _____

Phone Number: (_____) _____ - _____

Please attach a copy of your most current Resume/CV OR Give us the URL to your up-to-date LinkedIn profile: _____

What type of board membership are you interested in?

_____ Executive Board Member OR _____ Executive Board "Member At Large"

Why do you wish to serve on the Board of Directors of Caregivers Outreach Mentorship Empowerment?

What experience/skills would you bring to the Board?



Describe any other community group(s) or organization(s) you are or are still involved with. Please describe your role in each.

Do you have any knowledge, experience, or involvement with seniors or youth?

How did you hear about COME?

All Board members sit on a standing committee. Please Rank your interest in the current Standing Committees.

(1 = highest interest, 3 = least interest)

- _____ Fundraising Committee
- _____ Communications and Marketing Committee
- _____ Research and Advocacy Committee
- _____ Community Outreach

Beyond the standing committees, do you have any ideas about potential ad hoc committees or specific areas of the organization that you would like to help? If so, please let us know:

We sincerely appreciate your interest in supporting COME and will contact you soon.

Thank you.