



everychildinc
Empowering Families. Strengthening Futures.

Junior Board

Roles & Responsibilities

About Every Child, Inc.

Every Child, Inc. was founded in 1997 with the belief that all children, no matter their age, race, disability, or special health care need, deserve the opportunity to grow up with a loving and lasting family. Initially focused on providing care and support for foster children with significant medical needs, Every Child has broadened our services to provide foster care and adoption services, as well as clinical and therapeutic care to children and families across Southwestern Pennsylvania. Every Child's mission to build stronger communities by empowering families through family support and clinical services.

Purpose of Junior Board

Every Child's Junior Board is a growing group of young professionals and students in their 20s and 30s who are passionate about Every Child's mission. The Junior Board supports this mission through a number of volunteer and fundraising projects around Every Child's work: community based structural family therapy; foster care and adoption; in-home family preservation; medically related wraparound; and caregiver support.

The Junior Board plays a strategic role in developing awareness of Every Child's programs, and providing opportunities for Every Child's growth by leveraging social media, events, and individual fundraising to support overall goals. Junior Board members have the opportunity to create, plan, and participate in service activities (volunteer days, awareness activities); help plan and host fundraising events (happy hours, crowd-funding campaigns); and interact with Every Child staff and Board of Directors.

Benefits of Service

Every Child's Junior Board provides social, professional, and service opportunities for individuals interested in developing their network and skills. Board members may enjoy a wide range of benefits and opportunities, including:

- Developing leadership skills and resources to affect change in a community while working in a cooperative and supportive environment
- Interacting with the staff and Board of Directors of Every Child
- Gaining hands-on experience volunteering, planning service days, and organizing fundraising events
- Enhancing your resume through Junior Board activities, board training opportunities, and regular volunteerism
- Networking with other civic-minded young professionals at Every Child events and social gatherings



Qualifications

- Commitment to Every Child's mission and interest in at least one area of Every Child's work
- Young professional or student in 20s or 30s
- Service-oriented (volunteer experience highly desired)
- Reliable and motivated self-starter possessing strong leadership abilities
- Excellent planning skills and follow through
- Willingness and desire to actively promote Every Child's programs and service opportunities
- Willingness and desire to work collaboratively with other Junior Board members and Every Child staff

Junior Board Member Responsibilities

- Serve at least one term of 2 years
- Attend at least 70% of monthly Junior Board meetings (typically scheduled on weeknights from 6:30 – 8:00 pm)
- Serve on at least one task force per year
- Contribute a minimum of 25 hours of volunteer service with Every Child, which can include hours volunteered by friends, family or colleagues that are facilitated by the Junior Board member
- Develop and conduct activities that will introduce and engage new contacts (individuals, partners, corporations, etc.) to Every Child's work
- Work closely with Every Child staff and Board in the planning and conducting of service and fundraising activities
- Give/Get: Raise a minimum of \$500 for Every Child annually through fundraising (events, letter writing/social media campaigns, etc.) and/or a personal gift (can be made payable over time)
- Maintain records on participation, including volunteer and fundraising efforts, and report back to Every Child staff

Applications

Every Child accepts new applicants at the beginning of each year. Please complete the attached application and submit, along with all required materials, to srabnovitz@everychildinc.org by Friday, May 31, 2022. Please contact Sydney for additional information or questions.

Please note: Term begins September 2022 with a mandatory board training in August.



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Junior Board Application
Every Child, Inc.

Please mail this application *with a copy of your resume* to:

Every Child, Inc.

Attn: Sydney Rabinovitz

1425 Forbes Ave, Suite 300

Pittsburgh, PA 15219

You can also e-mail this application and your resume srabinovitz@everychildinc.org

Contact Information

Name _____ Date of Birth _____

Home Address

Work / School Address

Mobile Phone: _____ Work Phone: _____

Work Email: _____ Personal Email: _____

How did you learn about Every Child? _____

Why are you interested in serving on Every Child's Junior Board? _____



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Current Job or Academic Experience: _____

Please describe any skills, knowledge or contacts that could help support Every Child's growth:

Tell us about your past or current involvement with nonprofits. Identify the nonprofits, how you assisted (e.g., volunteering, making donations), whether you served on a committee, and any other relevant information:

Please rank the following in order of importance with regard to why you'd like to serve on the Junior Board:

- Developing fundraising knowledge
- Meeting new people and socializing
- Volunteering on behalf of children and families
- Obtaining mentorship and guidance
- Developing leadership skills
- Learning about and impacting child welfare law and policy
- Planning fundraising and networking events
- Building your resume and making professional contacts
- Other interests. Please specify: _____



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Each member is expected to serve on at least one task force per year. Please rank the following in order your area of interest:

- Junior Board and Volunteer recruitment
- Event & Fundraising
- Policy & Finance
- Communications & Messaging
- Other interests or suggestions: _____

In addition to serving on at least one task force, each member is expected to attend at least 70% of monthly meetings (weekday evenings) and a mandatory training in August (a full Saturday). Are you able to commit to this?

- Yes No

Each member is expected to give and/or get others to contribute at least \$500 per year. Would you be able to do this? If not, please explain.

- Yes No _____

Would you be interested in being an officer of the Junior Board, as the Chair, Vice-Chair, Secretary, or Treasurer? If so, which one(s)?

- Yes _____

Are you interested one day in serving on the Every Child Board of Directors? Yes No

Any additional comments? (Please add additional sheets as necessary)

Thank you for your application. Candidates will be notified in June 2022.

Every Child has a continuing commitment to equal opportunity and affirmative action, which is founded on sound judgment and respect. It is achieved when all terms and conditions of employment and management decisions are consistently based on job-related factors. The company is committed to compliance with federal and state law which prohibit discrimination on the basis of race, color, and religious creed, gender, age, marital status, sexual orientation, gender identity, gender expression, national origin, or any other classification protected by applicable discrimination laws.