

## Nevada SPCA Board of Directors Candidate Information



**Deadline to apply: June 4, 2019**

Thank you for your interest in helping animals through serving on the board of directors of Nevada SPCA.

Humane Network has been appointed trustee of NSPCA and is conducting a search for individuals to serve on the new board of directors of NSPCA. The information below explains the goals and process for this search and the appointment of new board members.

If you have any questions, please reach out to Bonney Brown and Mark Robison by e-mailing [info@humanenetwork.org](mailto:info@humanenetwork.org).

### **Nevada SPCA's Mission**

Nevada SPCA provides an essential safety net to vulnerable cats and dogs in the Las Vegas area, finds loving homes for them, and engages the community in its work. NSPCA does this by operating a no-kill animal shelter in Las Vegas, offering pet adoptions, and providing volunteer opportunities to the community. NSPCA plays a vital role in animal lifesaving in Las Vegas.

### **About the Board of Directors**

NSPCA can become a great organization that serves the animals and animal-loving people in Clark County with integrity. There is a great deal to be done to achieve this goal, and it will not be accomplished overnight. Success will require a committed and skilled board of directors and a dedicated and determined executive director working together to engage the community in the success of the NSPCA.

The new board of directors will be tasked with revitalizing NSPCA and working to regain public trust in the organization. Further, the new board will need to participate in a strategic planning process and implement that plan. It is essential that the plan include strategies to ensure the financial wellbeing of the organization into the future, as well as the implementation of best practices in all aspects of the work and management of the organization. Additionally, the board will need to address the need for a new or substantially improved facility for sheltering animals.

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Serving on the NSPCA Board of Directors is only one of several meaningful ways to get involved with the organization and to support animals. In addition to a commitment to helping animals, board members are expected to participate in ensuring that adequate financial resources are available for the organization to do its work and that it becomes financially sustainable. This includes making personal contributions as well as helping with fundraising in a meaningful way.

### **Recruitment and Selection Process**

The board recruitment and selection process is a planned effort with specific steps designed to help ensure the organization attracts and maintains a high level of volunteer leadership.

The board member recruitment and selection process is as follows:

- Humane Network has defined the needs and selection criteria for board members – laid out in this document.
- Humane Network will promote the opportunity broadly to the public as well as recruitment through other animal welfare and professional contacts in the community.
- Candidates will submit responses to questions in the board application by emailing [info@humanenetwork.org](mailto:info@humanenetwork.org), with *NSPCA Board Application* in the subject line
- Applicants will receive a prompt email response when applications are received followed by an update on their application's status within 4 weeks.
- Humane Network's executive leadership team will review each application to see if candidate's skills match the pre-determined criteria and the organization's need for varied skills and experiences on the board.
- Applicants who are identified as candidates for the NSPCA board will be asked to participate in a phone interview.
- Top candidates selected through the phone interviews may be asked to meet in person with Humane Network team members.
- Selected board members will be required to sign the NSPCA board contract and conflict of interest policy.
- Applicants who are not selected for board service may be asked to assist NSPCA in other ways.

#### **Criteria for Selection of NSPCA Board Members**

While the following criteria are not the only factors that will be considered in the selection of board members, they are some of the most significant ones. While every candidate is not expected to possess all of these skills, the goal is to create a team of board members that together possess the skills necessary to successfully lead NSPCA:

- Ability to make the commitment of time, both in terms of duration and frequency.
- Professional skills or experiences related to needed functions, including but not limited to: marketing/communications, finance/accounting, legal expertise, HR, management of people, facilities management, and other business and professional skills.
- Business and personal contacts/connections that will be valuable to NSPCA.
- Strong interpersonal skills.
- Ability to work well and cooperatively with others, while also being willing to speak up about issues or concerns.
- Diversity of experience and background.
- Past board experience.
- Fundraising experience/successes.
- Compassion for animals and commitment to the cause

#### **Primary Functions of the Board of Directors**

The primary functions of nonprofit boards are:

- Establishing the direction of the organization and setting high-level policy.
- Ensuring the legal, ethical, and financial wellbeing of the organization, including protecting assets and providing fiscal oversight.
- Evaluating the executive director's performance, supporting the executive director, and hiring a new executive director when needed.

- Monitoring standards of operation and the strength and effectiveness of programs and results.
- Functioning as an ambassador for the organization in the community, assisting with raising funds, and enhancing the organization's public standing.
- Building a competent board of directors.

**Board Expectations:**

Board members are expected to:

- Commit to serving a two-year term. (There is the potential to be re-elected to a second two-year term. )
- Attend at least 75% of board meetings, meetings of committees they are on, and special NSPCA events. The NSPCA board of directors will typically meet monthly. In the event of an emergency, board members may be asked to meet more frequently. Additionally, board committees often meet monthly. Attendance via conference call may be acceptable for some meetings.
- Interpret the organization's work and values to the community, represent the organization, and act as a spokesperson when called upon.
- Make a personal financial contribution at a level that is meaningful to them, with a minimum annual commitment of \$600. This could be accomplished in monthly installments.
- Actively participate in one or more fundraising activities and agree to help raise \$5,000.
- Sign a board member contract and conflict of interest policy and abide by these agreements.
- Stay actively engaged and informed about what's going on in the organization, ask questions, participate in discussions, request information, and take responsibility for making decisions on issues, policies and other board matters.
- Work in good faith with staff and other board members as partners towards achievement of NSPCA's goals.
- Serve on a voluntary basis. Board members will not be compensated for service, transportation, or other costs associated with serving on the board.

If you are interested in serving on the board, please complete the NSPCA Board of Directors Application and email it to [info@humanenetwork.org](mailto:info@humanenetwork.org).

**Other volunteer leadership opportunities:** If the board commitment is greater than you are looking for right now, there are other opportunities for volunteer leadership within the organization. We would be happy to plan a call with you to discuss this further after the most pressing issues for the organization are under control. To request this call, please email [info@humanenetwork.org](mailto:info@humanenetwork.org).