

HOUSING RIGHTS, INC.

Board Recruitment

MISSION STATEMENT: Housing Rights, Inc. works to eradicate housing discrimination and to promote understanding by tenants and landlords of their rights and responsibilities through outreach, investigation, mediation, education, and enforcement of fair housing laws.

Ideal Board Members:

HRI is interested in diversifying its board to better represent the community it serves. The particular areas we are interested in developing are:

- Civil Rights
- Finance
- Business
- Contra Costa County resident representation
- Marketing and fund raising
- Representation of low- and moderate-income residents or representatives of low- and moderate-income neighborhood organizations located in HRI's geographic area of operation.

Benefits of Board Membership

Your background is important to us because HRI is always searching for input from those who affect and are affected by the services we provide. With a diversified board, HRI will be better equipped to expand our services to meet the needs of our consumers, and the community.

A Board member can benefit in many ways. Membership will enable you to:

- Expand your professional knowledge and skills;
- Assist HRI in fighting discrimination
- Add to your network base in the community enabling you to better meet its needs;
- Make you feel good about volunteering your professional experience to 'give-back' to the community.

Board Member Responsibilities:

As a member of the Board, members must be able to commit a certain amount of time every year for the following:

- Future board members are expected to attend board meetings that are held the second Saturday of each month at 11:00 a.m. at HRI's main office at 1966 San Pablo Ave, Berkeley.
- Once per year, the board will hold its annual awards dinner.
- Once per year, there shall be a weekend retreat of the Board and Management staff to plan program goals and objectives for the next fiscal year.
- Other events may be planned by the Board and Staff as required.
- Each member of the board is expected to be a member of at least one board committee.
- Assistance with fund-raising.

Board Member Selection Process:

The following selection process applies to all prospective Board members:

- Fill out membership application
- Tour of our agency
- Attend a portion of a Board meeting
- After your visit, we will contact you to see if you remain interested and inform you of our decision

The entire process from beginning to end may take up to two months.

**HOUSING RIGHTS, INC.
Board of Directors
(Volunteer) Application**

Thank you for your interest in becoming a member of HRI's Board of Directors. In order to familiarize us with your community-related skills and experiences please complete the following questions. Feel free to use additional sheets or substitute your own paper to answer the questions.

Name: _____

Check preferred mailing address: ____ Home, ____ Work (this address will also be used, if accepted on the Board in the Board roster)

Home Address: _____

Occupation/Employment: _____

Business Address: _____

Telephone: Home _____ Work _____

E-mail: _____

Best Times to each
you? _____

List previous experience as a non-profit board member:

Position:

Organization:

Date:

1. Describe other experience that would be helpful to you as a board member of HRI.

2. Please state briefly why you would like to serve on our Board and how you think you can contribute to the goals of our organization.

3. What can and will you contribute to HRI?

4. Do you understand that you will be asked to contribute, as is appropriate for you, to the financial health of HRI? Are you willing to contribute in this way? Yes ___ No ___.

5. Do you understand that you will be asked to serve on a committee? HRI has several committees that Board members can serve on. Please circle any that may be of interest to you.

- Personnel
- Board Development/Membership Program
- Finance
- Fund Development
- Ad hoc committees for Bylaws, safety and other needs

Comments or questions:

If you have a resume, curriculum vitae, or any other materials readily available, please enclose them so that we can be more aware of the special qualities that you can bring to HRI.

Signature

Date

Please return your completed application in the enclosed self-addressed envelope.