



## **Board of Directors Responsibilities and Expectations**

**History & Mission:** Urban Tree Connection's (UTC) mission is to build a neighborhood rooted food and land system through community leadership development and land-based strategies in West Philadelphia. Founded in 1989, UTC works primarily with residents of West Philadelphia's Haddington neighborhood to develop community-driven greening and gardening projects on vacant land. Over the past two decades, UTC has partnered with residents to redevelop 29 vacant lots, totaling more than 86,000 square feet of land. Together, we have repurposed these spaces for communal growing and gathering, sustainable food production and affordable food distribution, and multi-generational community health and wellness education. We aim to cultivate community leadership, improve community health, and develop a local sustainable equitable food system.

**Purpose:** To advise, govern, oversee policy and direction, and assist with the leadership and general promotion of Urban Tree Connection so as to support the organization's mission and needs.

**Board Composition:** UTC aims to have a board that is reflective of the community it is a part of and thus centers the leadership of Black people and people of color; women; and working class folks. We are currently looking for board members with a diversity of skillsets and professional experiences, and that are in alignment with our mission and vision for a more equitable society through land and food justice.

### **Overview of responsibilities:**

- Fundraising and outreach
- Organizational leadership and advisement
- Formulation and oversight of policies and procedures
- Financial management, including adoption and oversight of the annual budget
- Review of organizational and programmatic reports
- Promotion of the organization

### **Meetings and time commitment:**

- Attend monthly board meetings in Philadelphia (~2 hours per month)
- Attend bi-monthly committee meetings in Philadelphia (~2 hours every other month)
- Attend and participate in special events (~2 per year)
- Complete any assigned tasks between meetings (~2 hours per month)

### **Expectations of board members:**

- Ensure the organization is fulfilling its mission and being held accountable to the communities it's a part of
- Attend and participate in board meetings, committee meetings, and special events
- Educate oneself of UTC's programs and communities
- Advocate publicly for the work of UTC
- Understand UTC's finances, budget, and financial/resource needs
- Financially support UTC in a way that is personally significant, which also includes encouraging individuals in your network to support our work through financial and in-kind contributions