



## **Board of Directors**

### **Member Job Description**

#### **About The Ruth Collective**

The Ruth Collective is a grassroots, nationwide network of volunteers, called "Ruth," dedicated to supporting individuals seeking out-of-state reproductive and gender-affirming healthcare solutions. The organization assists clients with travel arrangements (transportation and lodging), meals, financial assistance, and emotional support and after-care.

The Ruth Collective is a nonprofit organization exempt from federal income tax under Internal Revenue Code (IRC) Section 501(c)(3).

#### **Position Overview**

Elected members constitute the voting members of The Ruth Collective Board. This is strictly a governance role, not an operational one. Board members provide strategic direction and oversight, ensuring the organization operates effectively without becoming involved in day-to-day operations. \*As a startup nonprofit organization, Board members will be expected to take a more hands-on approach, and may be asked to assist with operational planning and development.

The Board consists of a Chair, Vice Chair, Secretary, Treasurer, and up to 8 Members who serve as subject-matter experts and Committee Chairs.

The Ruth Collective is dedicated to supporting individuals seeking reproductive and gender-affirming healthcare. We believe that our Board of Directors should reflect the diverse communities we serve. We explicitly welcome and encourage applications from people of color, LGBTQIA+ individuals, people with disabilities, and those with lived experience relevant to reproductive justice and healthcare access. We are committed to maintaining a board culture where every member is respected, their specific subject-matter expertise is valued, and they can contribute to our strategic mission authentically.

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## Key Responsibilities

### 1. Strategic Governance & Fiduciary Oversight

- **Direction:** Create direction, provide oversight, and promote the strategic mission, goals, and objectives of the organization.
- **Financial Stewardship:** Fulfill fiduciary responsibilities by reviewing financial statements and reports, and ensuring prudent allocation and transfer of funds.
- **Policy:** Approve and uphold policies and procedures as prescribed by the Bylaws.
- **Ethics:** Disclose any potential conflicts of interest and abstain from voting on matters where a conflict exists to ensure transparency.
- **Evaluation:** Participate in a timely quarterly board self-evaluation.

### 2. Fundraising & Development

- **Personal Commitment:** Commit to assisting The Ruth Collective in raising a minimum of \$5,000 annually. This may be a personal gift or a bundled gift.
- **Event Hosting:** Host at least one fundraising event each year.
- **Donor Cultivation:** Actively cultivate, solicit, and steward donors. Members are highly encouraged to cultivate at least one new donor at the "She Persisted" Level (\$5,000) annually.
- **Future Campaigns:** Members are encouraged to be "Enduring Change" donors and "SCOTUS level" (\$20,000) bundlers for future capital campaigns.
- **Planned Giving:** Members are encouraged to join "The RBG Society" through a planned gift.

### 3. Leadership & Advocacy

- **Ambassadorship:** Serve as a "Ruth Advocate/Ambassador" and utilize speaking engagements to promote the mission.
- **Confidentiality:** Strictly maintain confidentiality regarding personally identifiable information of clients and volunteers; a Non-Disclosure Agreement is required.
- **Culture:** Act as a model for others, demonstrating the values of The Ruth Collective and building trust with stakeholders.
- **Education:** Participate in education and development activities to enhance Board leadership capabilities.



#### 4. Terms and Time Commitment

- **Time Requirement:** This role requires a commitment of approximately 10–12 hours per month.
- **Term Length:** Members serve a two-year term (biennium).
- **Term Limits:** Members are limited to three two-year terms (with the exception of the Founder).
- **Meeting Attendance:**
  - Attend all Board meetings, which are held remotely.
  - Participate in all monthly Board conference calls.
  - Attend board retreats, committee meetings, and special events.
  - *Note:* Missing 2 consecutive board meetings or 3 meetings within a fiscal year is cause for removal from the board.

#### 5. Required Qualifications

- Senior or Executive Leadership Experience
- Subject Matter Expertise
- Fundraising Experience and/or Financial Capability
- Must apply or be nominated by the Board Governance Committee and elected by the Board.
- Ability to prioritize The Ruth Collective among volunteer activities.