



## Board Director Position Description

Denver's Early Childhood Council is seeking experienced Board Members to assist the Council in taking the work of our organization to the next level. This will be a rewarding opportunity to work with a vital organization that is important for children and families in Denver.

The Vision of the Council is that every young child in Denver enters school ready to succeed. In order to achieve our vision, our mission is to serve as Denver's early childhood hub, leveraging resources, opportunities and connections to create a quality system that impacts the lives of children and their families. We believe the keys to accomplishing this mission are through these strategic goals to:

- Inform and impact policy in the City and County of Denver through intentional collaboration to direct resources to improve services for children and families.
- Provide leadership to assure successful implementation of quality improvement initiatives so that providers can offer quality programs and services.
- Provide inclusive quality improvement services to at least 70% of licensed, formal care (0-5) and a broad base of informal care.
- Leverage and develop the strengths and expertise of the staff and Board to pursue innovative and diverse funding strategies for a sustainable organization.

## Organizational History

Denver's Joint Early Childhood Council was created in 1992 by then Denver Public Schools Superintendent Evie Dennis, and Mayor Wellington Webb to address a systemic need, and manage the quality improvements in Denver's Early Childhood Education (ECE) centers. The Council has fostered collaboration among providers, government agencies, and policy advocates, to plan, implement, coordinate and incubate ECE improvements and innovations. In addition to its role as City/District collaborator and as a network for ECE stakeholders, the Council has served as the Consolidated Child Care Pilot Project (Pilot) for Denver. The Denver council served as the incubator which launched state legislation to create a statewide network of early childhood councils, formulated to encourage the consolidation of ECE funding sources, collaborative early childhood service delivery, quality improvements and family engagement. In 2011, the Council became an independent 501c3 nonprofit organization.

**Overall responsibilities:** *The board makes policy, directs the administrator to implement policy, and monitors implementation and outcomes of policy.*

- ❑ **Systems Building and Planning:** To develop and update long-range organizational strategic plans, maintaining, developing and expanding programs/services for those the organization serves.
- ❑ **Policy/legal compliance:** To set policy, determining the organization's activities and service programs, approving personnel policies, approving other policies and procedures governing the organization and ensuring compliance to relevant legal and financial requirements.
- ❑ **Fiduciary oversight:** To provide financial oversight, approving the annual budget and examining financial statements and balances.



- ❑ **Sustainability:** To ensure financial resources for the organization ensuring the continuance of the organization and govern those resources.
- ❑ **Advocacy:** To provide advocacy for the organization.

**Time Commitment:**

The term for this position is three years and can be extended to two terms for a total of six years. The Council and Committees meet bi-monthly and the anticipated time commitment would be approximately 4-6 hours a month.

Board members may from time to time be asked to assist the Council individually by generating support for the Council by any of the following methods:

1. Arrange in-kind contribution of equipment or services needed;
2. Consider establishing a gift through a will, trust, insurance or other planned gift;
3. Assist in obtaining cash contributions from individuals, groups, corporation, foundations, government programs, and/or make a personal donation;
4. Assist with Denver Early Childhood Council fundraising events and activities.

Board members may also be asked to chair additional volunteer work groups or may be asked to represent the Council at meetings or events.

**For more information, please contact the Council's Executive Director at (303) 297-1800.**