



BOULDER'S CATALYST
FOR CREATIVITY
SINCE 1992

Volunteer Board Member Job Description

Board members are responsible for providing leadership support to the Dairy Arts Center, the only multi-disciplinary arts center in Boulder that houses three theaters, four visual art galleries, a spacious lobby, full concessions, 65-seat cinema, 3 ballet studios, and 26 music studios. In addition to providing a space for the expression of art, the Dairy Arts Center also provides professional management to more than 100 local arts organizations including ticketing systems, box office services, building maintenance, theatrical support, concessions and venue rentals.

Board members are also expected to serve as active advocates and ambassadors of the Dairy Arts Center within the community and work to further the Dairy Arts Center's mission to provide diverse opportunities to create, learn, and engage in high quality performing, cinematic, and visual arts experiences. *Dairy Presents* provides additional programming designed to supplement artistic content provided by the many renting arts organizations and includes: *Music at the Dairy*, rotating Visual Art exhibitions, *Kids at the Dairy* arts education program, *Comedy at the Dairy*, and a full slate of independent films screened in our art house cinema.

Board Member Responsibilities:

- Determining the mission and purpose of the organization
- Selecting and evaluating the performance of the Executive Director
- Strategic and organizational planning
- Ensuring strong fiduciary oversight and financial management
- Approving and monitoring Dairy Arts Center programs and services
- Enhancing the Dairy Arts Center's public image
- Assessing its own performance as the governing body of the Dairy Arts Center

Board Member Expectations:

- Know the organization's mission, policies, programs, and needs
- Faithfully read and understand the organization's financial statements
- Serve as active advocates and ambassadors for the organization and fully engage in identifying and securing the financial resources and partnerships necessary for the Dairy Arts Center to advance its mission
- Leverage connections, networks, and resources to develop collective action to fully achieve the Dairy Arts Center's mission
- Give a meaningful personal financial donation – \$1,500 suggested annual minimum
- Help identify personal connection that can benefit the organization's fundraising and reputational standing
- Prepare for, attend, and conscientiously participate in monthly board meetings
- Participate fully in at least one board committee
- Follow the organization's bylaws, policies, and board resolutions

To apply for this volunteer, unpaid position, send a resume and personal statement that summarizes your reason for applying for board membership to: boardcandidate@thedairy.org