



## ***Friends of the Children-Boston's Young Professionals Board***

**Purpose:** *Friends of the Children-Boston's Young Professionals Board (Friends-Boston YPB)* is a group of young professionals dedicated to building a community of *Friends-Boston* supporters. They volunteer, provide financial support and also raise awareness about the impact of long-term, professional mentoring on proven-risk youth to break the cycle of generational poverty within their social and professional networks.

**Commitment:** Members make a two-year commitment, with the option to extend annually beyond that. Each member actively participates in *Friends-Boston* activities during the year in the following ways.

**Mission:** The Young Professionals Board (YPB) is a group of socially conscious and dedicated young professionals serving to further the mission of *Friends of the Children-Boston (Friends-Boston)*. Specifically, the *Friends-Boston* YPB strives to:

- Heighten awareness about *Friends-Boston* and serve in a fundraising capacity by tapping into other young professionals within the Boston community.
- Create a networking and social environment for young professionals.
- Increase the volunteer base of *Friends-Boston* among young professionals.
- Provide an opportunity for young professionals to develop their philanthropic leadership skills.
- Prepare young professionals for eligibility to serve on the board of directors.
- Create events to support and promote *Friends-Boston's* overall mission.

### **YPB COMMITTEES**

**Membership:** Oversees all aspects of recruitment and cultivation of existing member relationships. They will schedule and lead interview sessions of prospective members and work collaboratively with special events to host recruitment, networking, and membership growth opportunities.

**Marketing /PR:** Collaborates with other committees to advertise and market all events, engaging the community through online social networking and submitting information in a timely manner to all media outlets. This committee will help build awareness of the *Friends-Boston* YPB and *Friends of the Children-Boston* in general.

**Corporate Sponsorship:** Determines sponsorship needs for YPB events. Responsible for initiating and upholding YPB relationships with supporters and fundraising partners. The corporate sponsorship committee will also be responsible for working with *Friends-Boston* staff and YPB at large to ensure a streamlined approach when considering new sponsors.

**Events:** Supports the board's fundraising activities by planning and executing all events.

### **EXPECTATIONS & RESPONSIBILITIES**

- Financially support *Friends of the Children-Boston* by raising at least \$500 through various events or appeals throughout the year.
- Attend at least 80% of YPB meetings held throughout the year.
- Your total annual support will be \$500, which allows *Friends-Boston* to provide professional mentoring and supportive services to 142 Achievers.
- Attend two YPB events per year: Membership Event in Summer and Fundraising Event in Fall.

- Purchase a minimum of two tickets per event or make an equivalent donation.
- Create one signature event for the year, other Friends chapters hold a [bowl-a-thon](#), could be the same or something new.
- Build a knowledge base and awareness of *Friends of the Children Boston's* mission, programs and opportunities to your networks.
- Build awareness and connections for *Friends-Boston* in the young professional community.
- Volunteer chairs, together with *Friends-Boston* staff, plan the strategic direction of the group and all fundraising efforts.
- Help develop new fundraising opportunities for *Friends-Boston* in partnership with the *Friends-Boston* staff.
- Assist, execute and participate in special events hosted by the YPB.
- Aid *Friends-Boston* in securing auction/raffle items and sponsorships for special events.
- Generate attendance among your network for special events.

### **ADDITIONAL OPPORTUNITIES**

Members of the YPB provide additional support to *Friends-Boston* as they are able. Examples of further opportunities for involvement include:

- Volunteering at or attending Friends-Boston throughout the year such as the Friend Raiser, Breakfast with Friends, End of School Year Celebration, Back to School Bash, Gingerbread Party, Lemonade Day, and Open Houses at Friends.
- Hosting or attending a Brunch with Friends or Cocktails with Friends.
- Coordinating a Backpack (school supplies) and Frosty's' Friends Drive at your workplace or in your community.
- Volunteering at Friends of the Children – sorting clothes and toys during the holidays, helping deliver turkeys to families, office clean-up or participating in other volunteer programs.

To Learn More Contact Stacy DellOrfano, Director of Development, at (617) 983-3682 ext. 112, or by email at [stacy@friendsboston.org](mailto:stacy@friendsboston.org)



## **FRIENDS OF THE CHILDREN-BOSTON YOUNG PROFESSIONALS BOARD JOB DESCRIPTION**

### **IDEAL CANDIDATES**

The *Friends-Boston* Young Professionals Board (*Friends-Boston* YPB) is seeking motivated members in their 20s and 30s who are willing to promote, raise awareness, and fundraise for *Friends-Boston's* mission. Members will be required to attend scheduled meetings as well as help drive ticket sales and secure auction items for events.

### **APPLICATION PROCESS**

1. Submit completed application to Stacy DellOrfano at [stacy@friendsboston.org](mailto:stacy@friendsboston.org)
2. Participate in phone interview with the YPB Board chair and a member of the *Friends-Boston* staff

*\* Our Young Professionals Board officially launched in August 2017 and we are currently accepting new board members.*

### **LENGTH OF TERM**

Two-year, renewable terms dependent on member's ability to meet expectations of the role, outlined above.

### **BENEFITS**

- Unique opportunity to directly impact the only organization in Massachusetts dedicated to serving Boston's highest risk youth for 12+ years no matter what
- Give back by supporting an organization doing important work
- Network with other young professionals
- Develop your professional and leadership skills
- Gain a deeper knowledge and understanding of the nonprofit sector
- Exposure to *Friends-Boston* leadership team & Board members through the Friend Raiser, breakfast/lunch events and Open Houses; guest speakers at YPB meetings
- Engage your friends in the cause through YPB events
- Have fun!