



BridgetheGap CollegePrep

Board of Directors

BTGCP's Mission

The *mission* of BTGCP is to provide comprehensive educational support for the students of Marin City so that the students in our program can graduate high school and complete college.

The *goal* of BTGCP is to ensure that our students are well-prepared for college. BTGCP instills an expectation of college completion as early as kindergarten, and provides strong academic and emotional support through our Extended Learning Day program focused on academic enrichment and college aspirations, and through our one on one tutoring program.

Our *vision* is to eradicate the educational inequality that exists between neighboring communities by closing the achievement gap so that through education, we can change lives and ultimately change a community.

The Board of Directors: Overview and Expectations:

BTGCP is a non-profit, 501c3 organization with a devoted, talented and diverse Board of Directors. The Board of Directors are the stewards of the organization. They serve as governing trustees of BTGCP on behalf of the community at large and contributors while carrying out the organization's mission and goals.

- The roles of the Board and the Executive Director are defined and distinct, with the Executive Director designated as the manager of the organization's operations and the Board focused on policy and planning.
- Board members are expected to serve at least one three-year term and serve on at least one committee. Board members participate in a board orientation and receive a checklist of "Best Practices" for BTGCP board members.
- To be an effective Board member, each member will help define, protect, and advance the mission of the organization.
- The Board should evaluate and safeguard the assets (human, financial, and property) of the organization. It is the responsibility of each Board member to ensure adequate resources to carry out the mission
- Each Board member must be an ambassador to the world on behalf of the organization by talking about the organization, abiding by the decisions of the board, and keeping the organization in the front of his or her mind.
- Each Board member is expected to provide on going support to BTGCP. In all but limited instances, it is the expectation that a Board Member will make a personal donation, and actively support the Development team in raising additional funds. 100% Board giving is essential to advance the mission of BTGCP, and in seeking funds from institutions to help support the organization.



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Best Practices for BTGCP Board Members: *(Winter 2011)*

- **Attend most Board, and committee meetings and functions, such as special events (at least one site visit and one fundraising event per year).**
- **Serve as host committee member for BTGCP fundraising event**
- **Be informed about the organization's mission, services, policies, and programs.**
- **Review agenda and supporting materials prior to Board and committee meetings.**
- **Serve on committees or task forces (at least one), fulfill assigned committee responsibilities and offer to take on special assignments.**
- **Serve as a BTGCP ambassador, promoting the program and informing others about the organization whenever appropriate.**
- **Make a financial contribution to the organization at a level which is personally significant.**
- **Continuously help in developing a list of potential donors one would be willing to introduce to BTGCP.**
- **Suggest possible nominees to the Board who can make significant contributions to the work of the Board and the organization**
- **Keep up-to-date on developments in the field.**
- **Adhere to conflict of interest and confidentiality policies.**
- **Assist the Board in carrying out its fiduciary responsibilities.**
- **Participate in the evaluation of the Executive Director and Board.**