

Job Description: Member of the Board of Directors

Wassmuth Center for Human Rights
Home of the Idaho Anne Frank Human Rights Memorial



Mission and Background

The Wassmuth Center for Human Rights (the “Center”) was founded in 1996 with an initial goal of building an Idaho memorial to human rights. That vision became reality when the Idaho Anne Frank Human Rights Memorial (the “Memorial”) opened to the public in 2002. The Memorial is a world-class educational park inspired by Anne Frank’s faith in humanity. A living, vibrant interactive classroom for Idaho’s school children, civic groups, corporations, and students of all ages, the Memorial inspires us to contemplate the moral implications of our actions and the scope of our civic responsibility.

The Center’s stated mission is “to promote respect for human dignity and diversity through education and to foster individual responsibility to work for peace and justice.”

The Center is recognized as the educational arm of the Memorial, providing programs and resources to bring the Memorial’s message into classrooms and communities. We envision an inclusive society where Idahoans take responsibility to promote and protect human rights, where everyone is valued and treated with dignity and respect, and where equal rights are a lived reality for all. We believe the way to realize this vision is to engage and educate on the topic of human rights and basic human dignity. In pursuing this conversation, we work to dismantle the complex conditions that perpetuate discrimination. For more information, review the Center’s website: www.wassmuthcenter.org.

Function of the Board of Directors

The basic undertaking of the Center’s Board of Directors (the “Board”) is to support the Center’s work; to help oversee and manage, in consultation with the Executive Director, the Center’s budget and operations from a big-picture standpoint; and to provide mission-based leadership and strategic governance for the Center. While day-to-day operations are led by the Center’s Executive Director, the relationship between the Board and the Executive Director is a partnership, and appropriate Board involvement is critical and expected. Specific Board Member responsibilities include those listed below.

Qualifications of Board Member Candidates

To be nominated to the Board, a candidate should demonstrate passion for the Center’s mission and have experience, whether voluntary or as staff, in human rights causes. A Board member should have achieved leadership stature in business, government, philanthropy, or the nonprofit sector. Ideally, his/her accomplishments will allow him/her to attract other well-qualified, high-performing members of the Board, friends of the Center, donors, and supporters.

To be eligible for nomination, a candidate should possess

- commitment to and understanding of the Center’s beneficiaries, based on experience.
- diplomatic skill in cultivating relationships and persuading, convening, facilitating, and building consensus among diverse individuals.
- personal qualities of integrity, credibility, and passion for improving the lives of the Center’s beneficiaries and the communities that it serves.

Board Member Responsibilities

In order to be nominated to the Board, a candidate should be willing to meet the following obligations, including a commitment of personal time and expertise for the betterment of the Center and furtherance of its mission. Some characteristics may be more significant than others depending upon present needs and efforts of the Wassmuth Center.

Leadership, Governance and Oversight Responsibilities

- Review agenda and supporting materials prior to Board and committee meetings.
- Participate in Board discussion, lending expertise and support.
- Consider and approve annual budgets and audit reports for the Center.
- Serve on Board committees and take on special assignments.
- Serve as a trusted adviser to the Executive Director to develop and implement a strategic plan.
- Review outcomes and metrics created by the Center for evaluating its impact and regularly measure performance and effectiveness against those metrics.
- Offer opinions, recommendations, solutions, and help with material business decisions.
- Be informed of and help to ensure that the Center meets applicable legal and fiduciary requirements.
- Participate in an annual performance evaluation of the Executive Director.
- Assist the Executive Committee and Executive Director identify and recruit quality Board members.
- Partner with the Director and Board members to carry out Board resolutions and decisions.
- Serve as an ambassador for the Center, positively representing it and its work to stakeholders, donors, supporters, educators, your personal network, and the public.
- Aid the Center in maintaining a diverse Board and staff, reflecting the communities it serves.

Fundraising Responsibilities

- It is the philosophy of the Board that its members consider the Center a philanthropic priority and make an annual gift that reflects this priority. While a minimum gift amount is not set, each Board member is asked to contribute an amount each year that is in keeping with his/her ability and life circumstances.
- In addition to a personal contribution, each member is asked to secure donations at a minimum of \$1,000 per year. Beyond outright cash or stock donations, suggestions include selling dedicated pavers for placement in the Memorial, sponsorship of a table or event, gathering in-kind donations for auction, or soliciting goods or services to contribute to a construction or other project.

Board Terms and Required Participation

- Each term of Board membership is three years, following which a Board member can be eligible for nomination and possible reappointment for up to two additional terms or nine years maximum.
- Board meetings are currently held every other month, with committee meetings held monthly. Regular attendance at Board and committee meetings and at an annual one-day retreat is expected as part of basic Board commitment.
- Service on the Center's Board of Directors is without remuneration.

Thank you for your interest in pursuing an appointment to the Wassmuth Center's Board of Directors. An application can be requested by emailing outreach@wassmuthcenter.org.