

Job Title: Board of Directors

Purpose and description

Directors shall share a commitment to our purpose. Shared values will be reciprocal to our purpose and they should have the ability to share their knowledge with the other directors and volunteers to further our educational reach. Directors may have such other qualifications as the Board may prescribe by amendment to our Bylaws. Your job is to fulfill and represent our Mission and Purpose by governance and leading committees to ensure our success. General participation in acknowledgements and support activities by providing feedback and/or knowledge.

Duties

- Timely communication primarily via email in regards to all nonprofit business,
- Research and bring new ideas to fruition
- Support and explore new ideas across all committees
- Online meetings once per month with the board
- Timely accomplish action items previously agreed upon
- Bring in funds

Working Environment Expectations

- Remote work from home and in person at the tool library in Federal Way, WA -an outdoor facility
- Frequency of meetings are once per month, and email communication at least once per week
- Community outreach at least once per year as a representative of the nonprofit (part networking and part supporting our community)
- Participation in fundraising events for the nonprofit at least every quarter
- Estimated time commitment 10 hours per month, length of term can vary from 2 years to perpetual
- yearly reviews from the board and EDs
- Board members wishing to leave after 2 years are required to help find and present their chosen replacements for the board to vote on. Then they are required to train the new member until the board is satisfied.

Qualifications or Skill Sets

- Must be at least 18 years old
- Ability to communicate via email in a timely manner
- Ability to coach, train or mentor (leadership skills)
- Competence in making decisions and communicating them
- Being proactive
- Preferred qualification: A proven track record of success in the nonprofit sector

[Apply here](#)

Inquiries about joining the Board of Directors for SKTL are welcome at info@southkingtools.org