



Position Description: Board of Director Member

Equality Indiana Educational Fund, Inc. (DBA Equality Indiana, a 501(c)(3) entity)

As a member of the **Equality Indiana Board of Directors**, you play a vital role in advancing our mission and strengthening our organization. Board service is both an honor and a responsibility, requiring active participation, strategic leadership, and a commitment to fundraising and advocacy.

Key Expectations

Board members are expected to give **100% effort** to these responsibilities:

Mission & Advocacy

- Learn and champion the mission and vision of Equality Indiana.
- Represent the organization positively in your networks, community, and on social media.

Meetings & Participation

- Attend **monthly Board meetings**; participation in **quarterly Advisory Board meetings** is encouraged.
- Notify leadership in advance if you cannot attend and review missed materials.
- Engage in **strategic planning** and organizational decision-making.

Preparation & Governance

- Review all board materials, including financial reports, and ask questions as needed.
- Disclose conflicts of interest and maintain confidentiality.
- Always act in the **best interest of the organization**.

Fundraising & Resource Development

- Make a **personal financial contribution** (ideally one of your top annual gifts).
- Help **raise funds** and connect Equality Indiana with new donors, sponsors, and partners.
- Participate in donor stewardship, including thanking and cultivating supporters.

Leadership & Service

- Serve on **at least one committee or working group**.
- Contribute your unique **skills, expertise, and connections** to strengthen the organization.
- Respect staff, volunteers, and fellow board members, as well as model professionalism.



Commitment to Growth

- Commit to ongoing education to become a stronger board member.
 - Understand your role as a **governance leader**, distinct from that of a volunteer.
 - Fulfill a **two-year term** (renewable) in this **unpaid leadership position**.
-

Expected Time Commitment

- Approximately **10 hours per month** year-round.
 - Attendance at board meetings, committee meetings, and organizational activities.
 - An additional **10–15 hours per month during Pride Celebration Season (June–September)** to support Pride events and community outreach.
 - Active participation in fundraising, advocacy, and ambassador responsibilities on behalf of Equality Indiana.
-

Why Serve?

Board service with Equality Indiana Educational Fund is an opportunity to:

- Make a **statewide impact** on equality and nondiscrimination for LGBTQIA+ Hoosiers.
 - **Shape the strategic direction** of a growing, mission-driven organization.
 - Join a passionate, collaborative team dedicated to **advancing justice and inclusion**.
-

Contact and Application Details

If you have questions about this position or would like to discuss how your professional experience and/or personal passions aligns with this role, please contact us at board@equalityindiana.org