

## Potential Board Members for Wilson's Rising Stars



### About Wilson's Rising Stars Youth Academy Inc

Wilson's Rising Stars Youth Academy Inc is a newly launched 501(c)(3) nonprofit dedicated to igniting curiosity, building confidence, and creating lifelong memories for children through engaging summer and year-round programming.

In addition to our core educational and enrichment offerings, Wilson's Rising Stars will host a variety of community events throughout the year to foster connection and celebrate youth achievement. We are actively working to provide free and reduced-cost summer camp options for families who need financial support, ensuring that every child has access to transformative experiences regardless of income.

Looking ahead, we are also pursuing a permanent location where we can build a vibrant, inclusive space featuring a playground, multi-sport facilities, and room for creative exploration—laying the foundation for a true hub of growth, play, and possibility.

### Why Serve on Our Founding Board

- Shape the very foundation of an organization committed to youth empowerment
- Partner closely with the Executive Director to set vision, bylaws, and strategic priorities
- Bring your expertise to key early decisions on programming, governance, and fundraising
- Build deep relationships with fellow founding members and community stakeholders

- Leave a lasting legacy by helping establish systems that will benefit thousands of children

## **Founding Board Purpose & Impact**

As a member of the founding board, you will:

- Define mission-aligned policies, bylaws, and governance structures
- Establish an initial strategic plan, including short and long-term goals
- Approve startup budgets, funding strategies, and fiscal policies
- Advise on program design, evaluation metrics, and safety standards
- Activate early fundraising campaigns and cultivate inaugural donors
- Work directly with the CEO & Sole Member, Jatavious Wilson to bring the vision & mission to life.

## **Officer Positions & Key Responsibilities**

### **President**

- Lead the founding board in setting meeting agendas and milestones
- Coordinate with the Executive Director on incorporation filings and bylaws drafting
- Guide board recruitment, orientation, and evaluation of initial governance processes

### **Vice President**

- Support the President and step in as needed during the startup phase
- Oversee special projects such as grant strategy, committee formation, or tool-kit development
- Assist with succession planning for future board expansions

## **Secretary**

- Draft and maintain the organization's bylaws, articles of incorporation, and meeting minutes
- Create and manage a centralized repository for all founding board documents
- Track founding member commitments, attendance at kickoff sessions, and term timelines

## **Treasurer**

- Develop the inaugural fiscal policies, accounting procedures, and budget templates
- Collaborate on setting up banking, nonprofit tax filings, and audit processes
- Provide regular financial projections and cash-flow analyses during launch

## **Director of Programming**

- Design the initial camp curriculum framework and year-round youth offerings
- Define evaluation criteria and reporting dashboards for participant outcomes
- Work with the Executive Director to draft safety protocols and staffing models

## **Director of Outreach & Fundraising**

- Craft the founding fundraising plan, including donor packets, sponsorship tiers, and launch events
- Leverage personal networks to secure inaugural grants and community partnerships
- Collaborate on branding guidelines and public-launch communications

## **Director at Large**

- Bring specialized expertise (legal, marketing, tech, etc.) to ad-hoc startup teams
- Serve as an ambassador at community meetings, school partnerships, and local events
- Champion inclusivity, equity, and diversity in all founding board decisions

## **Initial Activities & Time Commitment**

| Activity | Timing & Effort |

|-----|-----|

| Founding Board Kickoff Retreat | 1 full day (set date collaboratively) |

| Bylaws & Governance Workshop | 2–3 hours (virtual or in person) |

| Strategic Planning Session | 3–4 hours (early quarterly) |

| Finance Setup & Budget Approval | 2–3 hours (spread over two meetings/workshops) |

| Committee Formation & Charter Drafting | 2–5 hours per committee |

| Ongoing Check-Ins with Executive Director | 1 hour per month |

## **Ideal Qualifications & Expertise**

We welcome founding members who bring:

- Deep passion for youth development, education, or nonprofit leadership
- Experience in startup governance, finance, legal, or fundraising
- Strong networks within Jacksonville’s philanthropic and civic communities
- Strategic mindset with a hands-on approach to problem solving
- Commitment to collaboration, transparency, and mission-driven decision-making

To express your interest or learn more, please contact:

Jatavious Wilson

Executive Director

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Thank you for considering this opportunity to launch Wilson's Rising Stars Youth Academy Inc and empower the next generation.