

Dance/NYC Board of Directors Job

Job Description

Mission of Dance/NYC:

To sustain and advance the professional dance field in New York City—serving as the voice and guide for all local dance artists and managers. Dance/NYC achieves this mission primarily through advocacy, research, and convening.

Purpose of the Board of Directors:

To exercise fiduciary and strategic oversight of Dance/NYC in furtherance of its mission; to provide effective representation in the wider nonprofit, public and private sectors; to actively contribute to the development of Dance/NYC's financial and human resources; and to steward an on-going collaboration with Dance/USA.

Relationship with the Advisory Committee

Dance/NYC has also chartered an advisory committee to represent the diversity of needs and resources of the many New York City dance communities and to reflect these needs in advising and assisting Dance/NYC's program development and advocacy role; and working with management in developing resources to extend mission reach and impact.

Statement on Justice, Equity and Inclusion

Dance/NYC values justice, equity, inclusion, and diversity at all levels of its organization, including its Board, committees, task forces, and staff. Diversity in this context refers to groups and individuals identified by, for instance, race, color, sex, gender, sexual orientation, age, disability, status, religion, national origin, marital or partnership status, ancestry, political belief or activity, or status as a veteran. To foster the values of justice, equity, inclusion, and diversity, Dance/NYC seeks participation on its Board, committees, task forces, and staff from individuals who share and hold these values and reflect the diversity of the metropolitan New York City area, with a focus on majority African, Latina/o/x, Asian, Arab, and Native American (ALAANA) participation and disability and immigrant representation. (According to Census data, the New York City population is approximately 77% ALAANA, 10% disabled, and 37% foreign-born. Source: US Census Bureau American FactFinder 2011–2015 American Community Survey 5-Year Estimates.) For a full overview of Dance/NYC's values on justice, equity, and inclusion and the agendas that inform this work, please refer to [Dance.NYC/equity/values](#).

Primary Roles and Responsibilities

Directors shall set Board policy and:

- **Fundraise: make a minimum personal contribution of \$5,000 annually to Dance/NYC**, and actively offer support in expanding opportunities to attract funding. In its recruitment, Dance/NYC will encourage candidates who indicate they are able to give at \$10,000 or more.
- **Participate:** Attend quarterly meetings of the board and participate in racial equity training during first-term of service.
- **Recruit:** provide a minimum of three leads annually for consideration as potential candidates for board members, with a focus on majority ALAANA participation.
- **Provide Financial Oversight:** work with the Board and staff to develop budgets and fundraising strategies; annually review and approve organization's financial plans
- **Provide Board Oversight:** review compliance with relevant material laws; annually review performance of the Board and take steps to improve its function; elect officers and

fill vacancies; determine eligibility for and participate on Board Committees as appropriate

- *Provide Organizational Oversight:* work with staff to support ongoing, iterative organizational planning; hire and review the results achieved by Executive Director; fix compensation; and provide counsel as needed.
- *Execute duties of care, loyalty and adherence to the mission and values of the organization and the policies and procedures outlined in the ByLaws.*

Criteria:

Priority will be given to candidates who are:

- Aesthetically inclusive and passionate about service to all dance artists and managers
- Based or otherwise active in the New York City metropolitan area
- Bring business expertise: e.g., Law, Finance, Marketing/PR, Real Estate, Technology
- Willing to make annual gifts of \$5,000 without limiting other dance community support and to consider higher gifts
- Prepared to continually network and identify candidates to serve on committee and the Board
- Leverage additional financial and in-kind resources to expand mission and impact
- Experienced in Board service and leading organizational change, while able to think fresh, act quickly, and execute their role with limited resources and staff support.