



## Pikes Peak Children's Museum Board Member Volunteer Description

Adopted September 2021 | Updated May 2023

**Mission:** PPCM is a hands-on educational destination in Colorado Springs that engages learners of all ages by sparking creativity, discovery and life-long learning through purposeful play.

**Vision:** Our vision is to build trusted partnerships and be an inclusive community organization offering educational resources and unique opportunities to inspire children and families.

**Purpose:** The purpose of the Board of Directors of the Pikes Peak Children's Museum is to advise, assist, and provide leadership and overall direction in support of the mission, vision, and the next steps for how the museum will grow and develop in our community.

**Term of office:** 2 years, which may be renewed up to a maximum of 3 consecutive terms. Members are then required to be off the Board for one year before again serving.

### Board Responsibilities:

- The Board of Directors is legally and ethically responsible for all activities of the Museum.
- Determine how PPCM carries out its mission through long- and short-range planning and review, and develop, approve, implement, and support the Museum's Strategic Plan
- Exercise fiduciary responsibilities, including budget and annual review oversight
- Recruit, orient, and develop new Board members
- Oversee fundraising efforts
- Evaluate the overall performance of PPCM in achieving its mission
- Ensure PPCM is in compliance with nonprofit IRS regulations
- Establish policies for the effective management of PPCM
- Evaluating and serving as an advisory role for the Executive Director

### Responsibilities of Directors:

- Understand and promote PPCM's mission
- Serve as a working member of at least one Board committee
- Participate in resource development and fundraising
- Participate in our annual give-or-get fundraising efforts in the amount of \$500+
- Advocate on behalf of PPCM
- Help to educate the community about the PPCM
- Review Board meeting materials before each meeting
- Review finances
- Identify any potential conflicts of interest
- Participate as a volunteer at some events and/or in museum exhibits

### Time Commitment:

- Attend, in person or by electronic means, and actively participate in at least 75% of monthly Board meetings
- Annual day-long Board strategic retreat tentatively scheduled for September.
- Participation in community events highly encouraged
- Attendance at major annual events and fundraisers highly recommended.

### Skills and Backgrounds:

- We are looking for individuals that are ready to give back to the community, in particular, the Southeast Colorado Springs community. A diverse group of individuals that have a passion for education, children & youth, S.T.E.A.M. and arts & culture. A vast array of skills and backgrounds, including HR, business, accounting, finance and more, are needed to continue our mission and vision for Pikes Peak Children's Museum.