

Spring Institute for Intercultural Learning Member of the Board of Directors



The mission of the Spring Institute for Intercultural Learning is to build a thriving intercultural community through learning, language access, and advocacy. Spring Institute was founded in 1979 to provide English-as-a-Second-Language (ESL) training for international students. Since its founding, Spring Institute has grown substantially and currently provides training and direct services to refugees, immigrants and low-income families, including Community ESL, health literacy and navigation, pre-employment services, on-the-job training, and resource navigation. Additionally, Spring Institute serves the welcoming community throughout Greater Denver by providing professional interpretation and translation in over 100 languages, and support for foreign-trained health professionals to become re-certified and join the healthcare workforce in our region.

Position

Members of Spring Institute's Board of Directors are passionate about the organization's mission. They provide mission-based leadership and strategic governance for the organization. While day-to-day operations are led by Spring Institute's President and CEO, Paula Schriefer, the Board-CEO relationship is a collaborative one, and the appropriate involvement and trusted advice of Board Members is essential. Specific Board Member responsibilities include:

Leadership, governance and oversight

- Provide strategic and financial oversight to ensure that Spring Institute uses its people and financial resources to stay true to its mission
- Advise in the development of strategic and annual plans and budgets; approve plans and budgets, audit reports and material business decisions
- Provide regular feedback and conduct an annual performance evaluation of the CEO
- Personally display the highest standards of ethics and confidentiality, and expect the same of other Board members and Spring staff
- Assisting the Nominating Committee in identifying and recruiting other Board Members
- Actively participating in at least one of the board's committees (Finance, Audit, Nominating, Strategic Planning, or Marketing and Fundraising)
- Advising the organization in areas of expertise (legal, business, nonprofit, educational, etc.)
- Representing Spring Institute and acting as an ambassador for the organization to relevant stakeholders; including through a willingness to represent Spring Institute at a minimum of one event annually

Fundraising

Spring Institute Board Members will consider the organization to be a philanthropic priority. For Spring Institute to credibly solicit contributions from foundations, corporations, and individuals, 100 percent of Board Member participation is expected in making and facilitating annual contributions. Board Members must make an annual personal contribution at a level that is significant to him/her, as well as facilitate annual gifts and/or in-kind contributions of time and resources to Spring Institute.

Board terms/participation

Board Members will serve a three-year term and will be eligible for re-appointment for up to three consecutive terms. Board meetings will be held quarterly and attendance, by phone or in person, at three of four annual board meetings is expected. Attendance at two of the meetings should be made in person except for extraordinary circumstances.

Qualifications

Spring Institute Board Members should have a strong belief in and commitment to intercultural communications as a means to empower people, particularly newcomer populations, to thrive in our community. Selected Board Members will have achieved a strong standing in and remain an active leader in our community, whether in corporate, government, education, nonprofit, or grassroots sectors. Board Members will possess personal qualities of integrity, credibility and a passion for improving the lives of Spring Institute's beneficiaries.

Spring Institute is currently seeking board members with expertise in:

- immigration law
- labor law
- healthcare
- financial management and investing
- philanthropy

Individuals with personal immigration experience are encouraged to apply.