



2019 Board of Directors Application

The [Oregon Bus Project](#) (a 501c4) and the [Oregon Bus Project Foundation](#) (a 501c3) are seeking individuals to join one or both boards in 2019! Potential new board members will have an interview with a Bus staff and board members, be asked to attend a board meeting, and have a new board member orientation upon officially joining the Board(s) of Directors. We ask for a two-year commitment (although we are open to one-year terms for students).

Who We Are

Founded in 2001, The Bus Project Foundation (The Bus) is the premier youth engagement organization based in Portland, Oregon. Our mission is to engage new folks in democracy, build a great future and empower great people to lead it, right here in the great state of Oregon. The Bus fosters civic and political involvement led by young people, for young people. We mobilize young people to move Oregon forward through civic engagement, leadership development and advocacy work. We register and turn out thousands of young voters every year by working on issues like election reform, and economic, climate and housing justice, all while training hundreds of young leaders to create change.

We build a strong, effective leadership pipeline by providing a range of programs for youth ages 16-35 that focus on engaging and fostering public debate on key issues impacting our community, including organizing groups for high school students and young professionals, voter registration drives, and a ten-week summer fellowship program. Our programs provide leadership development and teach key non-profit and civic engagement strategies so that participants can implement their own campaigns to build power in our communities. We also engage in public policy-- driving Oregon forward on the issues that matter most to our generations.

For people who are dedicated to building a more representative and just democracy, joining the Bus Project board is a great way to get involved. You can gain leadership experience and commit time and energy to building up generations of public sector leaders and progressive policy wins. Now is also an especially exciting time to join the Bus board because together with staff, we are charting a strategic new path for the organization by focusing on important areas: dismantling white supremacy culture, building our base, and creating new marketing and branding.

Because we are committed to inclusion and making sure that our board reflects the diverse millennial and Z generations that we serve, we highly encourage young people 35 and under, people of color, LGBTQIA people, and low-income people to apply.

We meet once per month at the Bus Project (333 SE 2nd Avenue, Portland). People can participate remotely, by phone, or in person. We are open (and excited) to have board members from anywhere in the state of Oregon. Our board is a hybrid of a working and governing board. Its primary duties are to ensure the financial health of the organization, support sound, ethical, and legal governance and financial management policies, and hire and evaluate the Executive Director. Board members will also be integral to creating the new strategic direction mentioned above. Other expectations include attending 9 of our 12 monthly board meetings, and volunteering 10 hours per month (including participating on a committee - more information below).

Instructions

Applications for Bus Project board membership are due **March 8, 2019 by 11:59pm**. Please fill out this document and email it to us at info@busproject.org, along with a resume or CV (if you have one) and the names and contact information for 1-2 professional references who can speak to the skills and experience you hope to bring to the board.

If this deadline poses a barrier, or you would like to apply via another method, please contact us at info@busproject.org and we will do our best to work with you.

Bus Project Board Member Application Information

We are thrilled that you are interested in serving on the Bus Project board! Welcome! Please complete this application to give us a chance to learn about you.

Responsibilities of the Board:

The board's purpose is to guide the organization's development, strategic direction, and mission. The board works to oversee and direct the Bus Project's affairs in accordance with its mission, operating procedures, and standards of fiscal responsibility. Responsibilities include,

- Affirm the mission, core beliefs and values of the Bus Project
- Protect and grow the organization's assets and provide financial oversight
- Routinely monitor an annual budget
- Promote the Bus Project within local, state, national, and international communities
- Recruit and develop new board members; build a competent, diverse, and inclusive board
- Hire, develop/support and evaluate the Executive Director

Expected Contributions of Board Member:

-Weekly (~1-3 hours, depending on the season)

Follow through on all tasks committed to at meetings

Respond to communication from board members, staff, volunteers, and donors

-Monthly (5-10 hours)

Attend and engage in 9 of 12 board meetings and assigned events

Review agenda and board documents provided prior to board meetings

Stay informed regarding activities and business operations of the Bus Project

Participate in any selected workgroups or committees

-Bi-annually/Annually

Attend scheduled trainings, onboardings, and planning sessions

Attend and assist with major Bus Project events including Jingle Bus, National Voter Registration Day (NVRD), candidate forums, and others as they arise

Participate in at least one field activity per election cycle (and bring a friend!)

-As needed

Participate in any decision-making process that arises between board meetings

Attend trainings, coalition meetings, speaking engagements, conferences, networking opportunities, and other social justice movement events.



Term: We ask for an initial commitment of two years, with terms starting when you are elected to the board. At the one-year mark, we check in to as a board to see how members feel about future commitments. We are open to one-year terms for students.

Application

Contact Information

Name:

Email:

Phone:

Home address:

Work organization (optional):

If we speak about you in the third person, what pronouns should we use?

Demographic Information

Please provide the following information. We use it only to help us get a better idea of the demographic makeup of our board members.

What languages do you speak?

What ethnicities and/or races do you identify as?

Do you identify as LGBTQIA?

What is your gender identity?

What age bracket are you in? Under 25, 26-30, 31-35, 35+

Experience and Interest

Please answer each question below in no more than 250 words.

- 1. How did you hear about the Bus Project?*
- 2. Please describe your experience with civic engagement, public policy, building leadership pipelines, youth engagement, and/or politics.*
- 3. Why do you feel passionately about the Bus Project's mission to engage new folks in democracy, build a great future and empower great people to lead it, right here in the great state of Oregon?*
- 4. How do you define equity, and what do you see as your role for advancing equity in the organization? Also, how do you grow and develop your personal equity and racial justice analysis?*
- 5. What lived experience and values do you have that would make you an asset to the board?*
- 6. Let us know what knowledge, skills, or experience you can bring to the Bus Project by bolding the ones you are proficient in or have experience in:*

Board development (recruitment, training, evaluation)

Volunteer management (recruitment, training, supervision)

Special event planning and implementation

Strategic planning

Working with diverse communities

Organizational development
Human resources
Organizing/movement building
Policy experience
Coalition building
Networking
Public speaking
Operations (program planning and implementation, evaluation)
Communications/public relations
Website management/social media
Legal expertise
Fundraising - direct asks
Financial management (budgeting, accounting)
Fundraising - grant/proposal writing
Compliance/nonprofit legal issues
Has faced major intersecting barriers to accessing lawmakers or government services
Has lived experience with being low income or generational poverty
Has lived in or lives in a rural area
Has lived experience as a person of color
Has lived experience as an LGBTQIA+ individual

7. Please list any other special skills or experience you'd like us to know about.

Interests

Most of the board's work happens at the committee level. Currently, we have three regular committees: Money & Parties, Change, and Base Building & Policy; and one temporary committee: Rebranding. Let us know which workgroups interest you by **bolding** them. You are not committing to anything but expressing interest!

Money & Parties: plan and execute a robust fundraising strategy, including revenue-generating events, our monthly membership competition, and donor stewardship and appreciation

Change: work toward dismantling white supremacy culture within our organization through goal setting, evaluation, and policy change that will make the Bus a more inclusive and welcoming place

Base Building & Policy: innovate and develop plans that will continue to build power with young people in Oregon for generations to come

Rebranding (temporary): rebrand the Bus Project through a collaborative process that includes community input

If the board does not elect you this year, are you interested in serving on a committee as a non-board member?

Yes/No/Maybe

Please email your completed application to us at info@busproject.org, along with a resume or CV (if you have one) and the names and contact information for 1-2 professional references who can speak to the skills and experience you hope to bring to the board. We'll accept applications through 11:59pm on March 8, 2019. Thanks again for your interest!

Thank you to the Northwest Abortion Access Fund, National Network of Abortion Funds, Texas Equal Access Fund, and Baltimore Abortion Fund for application packet inspiration.