



# Hmong Museum Volunteer Board Member

**Role: General**

## **Position Summary:**

This role helps balance the organization. They are selected based on their perspective, expertise in their field, and dedication to the mission.

## **Essential Job Functions:**

- As a board member, this person must be an advocate for the mission of the organization
- As a board member, this person may lead one committee and/or project annually
- Attend monthly board meetings
- Assist thinking strategically and thoughtfully about the organization and its future
- Researches topics to ensure Board decisions are well-informed
- Participates in annual review and update of board policies & manuals, onboarding materials, and administrative handbook

## **Time Commitment and Expectations:**

- Board positions are 2-year terms, that can be renewed for five consecutive years
- Monthly board meetings including prep
- Yearly board retreat
- Project or Committee Lead in at least one project annually (there are projects that span more than a year)
- Attend and participate in annual fundraisers
- Attend and support Hmong Museum events, exhibits or programs
- We strongly encourage Board Members to also volunteer for small projects
- Board members typically volunteer 4 - 8 hours per month, with some months being more if there are major projects such as fundraisers during that month

## **Financial Giving Expectations :**

Each Board member is expected to make a yearly tax-deductible cash donation to the Hmong Museum at a level comfortable to the individual.

## **Benefits:**

- Put your expertise work for a great cause
- Have a hand in building something unique, that will impact so many
- Be a voice and face in the community for preserving important history, culture and art
- Bolster your resume with leadership experience
- Develop relationships with community artists, organizations and individuals

**To Apply:** Send letter of interest and resume to [info@hmongmuseummn.org](mailto:info@hmongmuseummn.org)