



We're looking for you!

Teachers & Writers Collaborative (T&W) is seeking new Board members to help us craft a vision for the future of literary arts education as we enter a new phase of growth and expansion.

This is an exciting opportunity for someone who is passionate about literature and believes in the power of arts education to transform lives.

What will you do on the Board?

Board members are expected to:

- Participate in quarterly meetings of the Board of Directors.
- Serve on at least one committee.
- Support T&W with an annual donation at a personally meaningful level.

Board members are elected to three-year terms and meet quarterly in the NYC area.

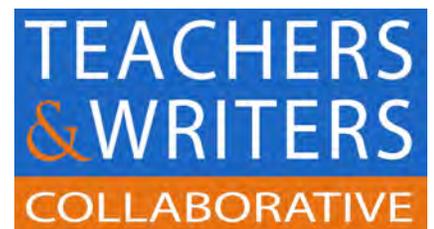
We're specifically looking for Board members with one or more of the following qualities:

- Corporate networks, especially in industries in which T&W programs may be a good fit with corporate themes or philanthropic interests (publishing, education, literacy, arts, youth, elders).
- Expertise and networks in law, accounting, fundraising, marketing and/or public relations.
- Expertise in education, especially as it pertains to literacy or writing.
- Personal or professional resources that can help T&W thrive.

All Board members must be willing to actively serve as an ambassador on T&W's behalf, willing to seek donations and other resources for the advancement of our mission.

Teachers & Writers Collaborative is the original writers-in-the-schools program, with a 50+ year history of innovative creative writing classes for children and adults.

Join us, and inspire future generations of writers.



Find us online at: twc.org
teachersandwritersmagazine.org
@twc_org



"My children's inner writer shines."

*- Latechia Reddick, teacher, PS153X,
on the impact of a T&W program
in her classroom.*



CALL FOR BOARD MEMBERS

Mission and Programs:

Teachers & Writers Collaborative (T&W) sends writers into schools and other community sites to spark imaginations and to teach writing. T&W offers innovative creative writing programs for students, seniors and teachers and publishes publications and other resources to support learning through the literary arts. Since 1967, T&W has provided programs for K–12 students, teachers, and parents in New York City and throughout the country; worked with hundreds of writers; published books and articles about teaching writing; and issued *Teachers & Writers Magazine*, now a free online resource.

T&W Board of Directors:

Teachers & Writers Collaborative is seeking new Board members who will help to craft a vision and carry out strategies to ensure that T&W remains relevant and effective as we move into a new phase of growth. Board members are elected to three-year terms and may serve a maximum of three consecutive terms.

This is an exciting opportunity for people who wish to be involved in socially innovative approaches to promoting the literary arts and who believe in the importance of engaging people of all ages as both writers and readers. The Board currently meets quarterly; two of those meetings may be held via conference call. Board members are expected to:

- Regularly attend board meetings and important related meetings.
- Make a serious commitment to participate actively in the work of one or more committees.
- Volunteer for and willingly accept assignments and complete them thoroughly and on time.
- Stay informed about committee matters, prepare themselves well for meetings, and review and comment on minutes and reports.
- Get to know other committee members and build a collegial working relationship that contributes to consensus.
- Be an active participant in the committee's annual evaluation and planning efforts.
- Participate in fundraising for the organization.

Teachers & Writers Collaborative is looking for Board members with:

- Corporate networks, especially in industries in which T&W programs may be a good fit with corporate themes or corporate philanthropic interests (publishing, education, literacy, arts, youth, elders).
- Expertise and networks in law, accounting, management consulting and/or marketing and public relations.
- Personal resources, and willing to solicit from their friends.

All Board prospects must be willing to actively use their contacts, as well as build new ones, on behalf of T&W and have a willingness to ask for money and other resources on T&W's behalf.

The Committees of the Teachers & Writers Collaborate Board of Directors are:

Executive Committee

The executive committee is made up of the officers (chair, vice chair, treasurer, and secretary) and has the authority to make decisions on behalf of the full board.

Finance/Audit Committee

The core functions of the finance committee are to:

- oversee organizational financial planning
- monitor that adequate funds are available for the organization
- safeguard organizational assets
- draft organizational fiscal policies
- anticipate financial problems
- ensure the board receives accurate and complete financial information for review
- help the rest of the board understand financial statements and the general financial situation of the organization
- make sure federal, state, and local reporting takes place
- sustain the committee itself
- manage the audit process.

Development Committee

The development committee typically works with the board chair and the executive director to provide valuable input for developing the fundraising plan and engaging the entire board in fundraising.

Governance Committee

The governance committee's main role is to institutionalize best practices in three areas: strategic board recruitment, effective board engagement, and intentional revitalization. This includes handling board self-assessment, board development, and ensuring the board is diverse.

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