

Literacy Pittsburgh

Responsibilities and Duties of the Members of Thrive

Since incorporation in 1982, the Board of Directors of Literacy Pittsburgh is the duly constituted and responsible governing body. In 2014, a Young Professionals Advisory Board, named “Thrive”, was created as an extension of the Board of Directors. Literacy Pittsburgh recognizes that Thrive board members are a valued volunteer resource and are vital to the fulfillment of the organization's mission. Each individual brings unique talents and abilities to the agency that are very much appreciated. In support of the mission of the Literacy Pittsburgh, Thrive board members accept the following responsibilities and duties:

1. Support the Board of Directors and the broader mission and goals of Literacy Pittsburgh through advocacy, networking, fundraising, and volunteerism.
2. Provide representation and recommendations to the Literacy Pittsburgh Board of Directors.
3. Attend at least 2/3 of Thrive board meetings. Continuity of attendance and participation as a policy maker and planner is essential for the Council to fulfill its mission. (Thrive currently meets six times a year, on the opposite months from the Literacy Pittsburgh Board of Directors)
4. Serve and actively participate on at least one committee of Thrive and attend at least 2/3 of its meetings.
5. Review and abide by the Literacy Pittsburgh Conflict of Interest Policies and Procedures.
6. Support Literacy Pittsburgh with a yearly personal financial contribution at a monetary value meaningful to the individual donor. The Thrive Advisory Board Support Drive will be held annually and unrestricted cash donations, unrelated to a special event, will count toward a 100% participation goal. Some members utilize United Way’s Contributor Choice as the method of giving and members should check for corporate matching programs.
7. Support Literacy Pittsburgh by facilitating the identification and/or procurement of resources for the agency via in-kind donations, participation in fund-raising events, donor visits, help with foundations, etc. Also, solicit contributions from friends, relatives, and colleagues.
8. Participate in at least one fund-raising event per year as well as one student/class activity.
9. Attend retreat/training annually, if scheduled.
10. Provide the name of at least one potential Thrive board member per term.
11. Timely communication and responsiveness are critical. Members are required to promptly respond to meeting and event requests with an RSVP.

