



Adoption Center

Job Description

Board of Directors Member, NJ/PA/DE

The Adoption Center is actively seeking new member(s) for the Board of Directors.

The Adoption Center is a not-for-profit organization whose primary aim is to reduce the length of time children spend in foster care and to make the adoption process, at all stages, easier for families. The Adoption Center aims to fill the gaps and provide resources and programs to help the child welfare system work more efficiently in New Jersey, Pennsylvania, and Delaware.

The Adoption Center was founded in 1972 by an adoptive mother who saw firsthand the impact that a stable family has on the well-being of a child. Since then, the organization has become a leader in recruiting potential parents and connecting them to children in need of a home, in doing so they have helped to create more than 24,000 families.

Joining the Adoption Center's Board of Directors at this time is a unique opportunity to help this impactful organization shape and reach its goals.

To complement the existing board, candidates with expertise in non-profit finances, marketing, public and community relations, networking or fundraising are of particular interest. Committed to diversifying the board to better represent the families and communities that they serve, the Adoption Center encourages BIPOC and LGBTQ+ community members to enquire.

This is a non-paid, volunteer position.

Expectations of Individual Board Members

Each individual board member is expected to:

- know the organization's mission, policies, programs, and needs
- faithfully read and understand the organization's financial statements
- serve as active advocates and ambassadors for the organization and fully engage in identifying and securing the financial resources and partnerships necessary for the Adoption Center to advance its mission
- leverage connections, networks, and resources to develop collective action to fully achieve the Adoption Center's mission
- Give a meaningful personal financial contribution to at least one program campaign per year
- help identify personal connections that can benefit the organization's fundraising and reputational standing and can influence public policy



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- prepare for, attend, and conscientiously participate in board meetings (held remotely)
- participate fully in one or more committees

Board members are also expected to:

- follow the organization's bylaws, policies, and board resolutions
- Sign an annual conflict-of-interest disclosure and update it during the year if necessary, as well as disclose potential conflicts before meetings and actual conflicts during meetings
- Maintain confidentiality about all internal matters of the Adoption Center

If you would like to express your interest in a role on our Board of Directors, please download and complete our application form and send the completed form, along with your resume to Christine Jacobs cjacobs@adopt.org