

Board of Directors Position Description

Organization Summary

SPNN is a nonprofit, public access community media center serving Saint Paul, MN and the Twin Cities metro area. Started in 1984 to provide public access services for cable television, SPNN now provides tools, technology and training for people and organizations who want to use media to connect with their communities.

SPNN's mission is to empower people to use media and communications to make better lives, use authentic voice, and build common understanding. SPNN accomplishes this through three main program areas that provide media access and education:

- Programs - Cohort-based documentary programs, basic media production education, youth media production
- Community Technology Empowerment Project (CTEP) - AmeriCorps program providing digital literacy programming at organizations throughout the Twin Cities
- Productions - In-house television and video production, events, and coverage of community gatherings

Primary Duties

- Members of the SPNN Board are responsible for the governance, financial oversight, and strategy of the organization.
- Directors provide support for the Executive Director, act as ambassadors for the organization in fundraising and outreach, and help guide the strategic direction of the organization.
- Directors must actively participate in regular Board Meetings and a minimum of one Board Committee.

Experience and Qualifications

Candidates should possess high ethical standards and a commitment to the organization's mission and vision. We also seek individuals with excellent written and oral communication skills, leadership qualities, and the ability to build relationships among diverse community partners.

Expectations

1. Believe in and be an active advocate and ambassador for the values, mission, and vision of SPNN.

2. Work to create an effective, positive, and inclusive culture on the Board that holds each other accountable, asks for support when needed, and respects the diversity of perspectives and experiences of other Directors.
3. Act in a way that contributes to the effective operation of the Board.
4. Regularly attend Board and committee meetings. Prepare for these meetings by reviewing materials and bringing the materials to meetings. Use conversation as a core business practice, asking strategic questions and participating in dialogue while creating space for others' questions and experiences.
5. Keep informed about the organization, its issues, and its connection to the community through active participation within the organization, to include event attendance, and conscientious connections outside the organization.
6. Help cultivate and support a culture of giving in the organization and make a personally significant annual financial contribution to the organization.
7. As appropriate, use personal and professional contacts and expertise to benefit the organization, without compromising ethics or trespassing on relationships.
8. Serve on (and serve as chair via rotation) at least one committee or task force within six months of joining the Board. Be a prepared and active participant.

Additional Information

- Directors should expect to spend approximately 5-10 hours per month on the work of the organization.
- Regular board meetings are held on the third Monday of every other month from 6:00-8:00pm at the SPNN office or by Zoom. Committee meetings are held monthly, and schedules are decided upon by members of those committees.
- Directors serve a 3-year term with a limit of 2 consecutive terms per individual.
- We work outside of Board Meetings -- directors should expect to serve on a committee and volunteer for assignments.
- We commit to strengthening the foundational elements of our Board so policies, procedures and other elements are in place to provide clear direction to ourselves and staff members.
- We welcome individuals newer to board service as well as those who have prior board experience. Our board is a good place to learn about many aspects of nonprofit governance.

To apply, please contact Bonnie Schumacher, Interim Executive Director, at schumacher@spnn.org for more details.