



Lutheran Immigration and Refugee Service

2018 Call for Nominations to the LIRS Board of Directors and Committees

Lutheran Immigration and Refugee Service seeks excellence in volunteer leadership. We believe that in diversity we find strength and that refugees and migrants belong at our own tables of influence. We are grateful for the interest of every person who is prepared to support our mission:

Witnessing to God's love for all people, we stand with and advocate for migrants and refugees, transforming communities through ministries of service and justice.

Thank you for your interest in participating in the mission of LIRS.

Upcoming Openings

We anticipate up to 7 seats will be open on the LIRS Board of Directors for a three year term (2018-2020). Each year, usually one-third of the seats on the board are due to open as part of a pattern of rotation. This year, three of the incumbents are eligible to serve another term. In addition, there are opportunities for service on our: Audit Committee, Communications and Resource Development Committee, Finance and Investment Committee, and Outcomes Committee.

Invitation

We welcome the nomination of prospective board and committee members who are committed to our mission, share our core values, and are prepared to dedicate themselves in this service. We invite Lutherans and others to consider joining us. All directors must be at least 18 years old.

Every board requires a variety of gifts among those who serve. At this time, the Board and its Governance Committee are particularly interested in recruiting leaders who are equipped to serve on a national Board who help us fulfill the following criteria:

Substantial expertise and access to networks and communities

- Fundraising and access to resources (foundation, corporations, individuals, personal)
- Financial management
- Large corporations and private sector networks
- Public policy or advocacy leadership
- Networks of immigrants, refugees and ethnic communities

Demographics

- People who are personally connected to the LIRS mission
- Younger people (age 18-40)
- Racial and ethnic diversity.

Process

The nominations deadline is May 31, 2017. The Call for Nominations and Nominations form can be found at: lirs.org/2018boardnominations
Please send completed nominations to: nominations@lirs.org or

Governance Committee
c/o Pamela Anderson
LIRS
700 Light Street
Baltimore, MD 21230
Fax: 410-230-2890

Between June and August 2017, the Governance Committee will review and short-list nominees and carry out interviews and reference checks.

By August 2017 the Governance Committee will prepare their recommendations to the Board for their vote on nominees in September.

New board members begin their service in January 2018 and the first Board meeting is scheduled for Baltimore, February 7-8, 2018, with orientation for new board members on February 6, 2018.

If it is determined that our needs and your gifts do not match at this particular time, a representative from the LIRS board will contact you regarding other service opportunities and other ways to engage in our mission.

What You Need to Know About Serving on the LIRS Board of Directors

Achieving our mission requires leadership from our volunteer board and committees. Building a strong LIRS board requires that prospective board members know from the outset the opportunities and expectations that come with service on this volunteer board.

- Our Vision** All migrants and refugees are protected, embraced and empowered in a world of just and welcoming communities.
- Our Mission** Witnessing to God's love for all people, we stand with and advocate for migrants and refugees, transforming communities through ministries of service and justice.
- Our Core Values**
- Welcome:** Grateful for God's welcome, we receive each other with compassion and joy, opening ourselves up in relationship and to the transformation that occurs as we discover each other's gifts, journeying together in service and justice. Our community is marked by open invitation, encouraging a place for all within it.
- Prophetic Witness:** Confident and determined, we stand up and speak out boldly, inviting others to join our voices to seek justice when conscience demands, promoting the God-given dignity of all and demonstrating the courage to be consistently fair.
- Integrity:** Faithful to God's call to be good stewards, sharing the life, place, and abundance we have been given, we are responsible, open, honest, trustworthy, and accountable as we carry out our mission.
- Innovation:** Committed to bold action, continuous learning and open to new ideas, we invite others to join our mission, discovering together new and better ways to engage in our shared work of welcome.
- Interdependence:** Strengthened by our diversity, we are mutually dependent. Our dynamic relationships are marked by accompanying each other and a commitment to work together.

- Opportunities** Board members have the opportunity to:
- Join Lutherans in welcoming persons who are refugees and migrants (e.g. immigrants, detainees, torture survivors and other asylum seekers).
 - Contribute leadership on a national board to exercise governance, fiduciary and generative functions in carrying out the LIRS mission.
 - Become more fully informed on the variety of LIRS program activities as well as related advocacy priorities.
 - Hear firsthand the stories of welcome from migrants and refugees.
 - Promote LIRS and its reputation for cutting edge expertise and excellence in services.
 - Support an organization that resettles refugees, reunites families, protects vulnerable unaccompanied children, and advocates for justice for all migrants.
 - Help to fine-tune and support the implementation of the LIRS strategic plan for transforming U.S. communities into places of welcome and hope.
 - Provide board support for the President and CEO.

- Keep this stellar organization on the cutting edge of effective migrant and refugee ministry.

Expectations It is expected that board members will:

- Demonstrate their commitment to the Vision and Mission of LIRS and to fulfilling the duties outlined in the LIRS Bylaws.
- Faithfully prepare for and attend three annual board meetings and related activities scheduled one year in advance. Meetings are usually held over 2 days in January, May and October, with at least one meeting at the LIRS offices in Baltimore, MD. New board member orientation is most often scheduled by extending meeting time by a day. *(Transportation, housing and meals are reimbursable expenses for board meetings.)*
- Be open to accepting additional assignments as requested by the board or board chair. Assignments can include committee membership, using a special skill, making presentations about LIRS, thanking donors or accompanying staff on donor visits.
- Participate in the meeting of committees of which you are a member, by conference call or in person. Board standing committees and *ad hoc* committees meet by one or two conference calls scheduled at the discretion of committee member calendars between board meetings.
- Speak with conviction to all with whom you engage regarding the LIRS ministry to some of the most vulnerable populations in this country: refugees, immigrants, torture survivors, asylum seekers, and those in detention.
- Richly support LIRS with all available resources. These include skills and experience, networks of contacts, and financial means. All Board members make an annual donation that is personally meaningful and contributes to the Board's own goal for giving. The give-get goal for each Board member is divided into two parts. This year each board member has a personal give-get goal of at least \$3,000 in addition to the board goal of \$100,000 in donations over and above personal donations of board members.
- Identify and recruit others to support LIRS with their resources as well.

Terms of Office The term of service for a member of the board of directors of LIRS is 3 years. Directors are eligible to be reappointed to a second three-year term (a maximum of 6 years).

Board Membership The by-laws of LIRS provide that the board of directors of LIRS is comprised of 13-21 elected persons and the President and CEO, ex officio and without vote. At present, board membership is 15 persons. At least two-thirds of the members of the Board of Directors must be Lutheran. At the time of recruitment for new board members, the incumbent Board provides guidance to the Governance Committee on skills and experience that are most needed on the board.

Selection Process

This public call for nominations is open to all who have the desire to serve and feel they are qualified. Feel free to request more information from the LIRS Board of Directors' Governance Committee at nominations@lirs.org

This information packet includes a Nomination Information Form. Nomination Information Forms are to be completed and returned by May 31, 2017. The Governance Committee will review the information to compile a short-list of potential candidates. These candidates will be interviewed by telephone and references checked. The Governance Committee will recommend names to the LIRS Board for consideration in September. The LIRS Board will elect the new directors whose term of service begins January 2018.

Board Meetings

- Wednesday and Thursday, February 7-8, 2018 with Orientation on Tuesday, February 6, 2017 in Baltimore at the LIRS offices.
- Tuesday through Thursday, June 5-7, 2018

Note: Tuesday and Wednesday, June 5-6, 2018 will be dedicated to board learning experiences. Location to be determined.

- Monday and Tuesday, October 15-16, 2018, location to be determined.

Contact

If you have questions, please feel free to contact the LIRS Board of Directors' Governance Committee at nominations@lirs.org

LIRS Board of Directors Powers and Duties

(excerpted from the LIRS, Inc. Bylaws, adopted November 7, 2011)

5.1. Powers and Duties. The Board of Directors shall exercise all corporate powers and manage the business and affairs of the Corporation, except as otherwise provided by law, the Corporation's Articles of Incorporation, or these Bylaws. The duties of the Board of Directors in managing the Corporation shall include, but not be limited to, the following:

- (a) To establish the mission, purposes, goals, and program priorities to be implemented by the Corporation's President and staff, through a strategic planning process;
- (b) To ensure that appropriate policies have been developed, adopted, and implemented by the Corporation to carry out its mission;
- (c) To determine and set overall strategy and direction for the Corporation;
- (d) To monitor and support programs that are responsive to the needs of those served by the Corporation and are central to the Corporation's mission;
- (e) To establish fiscal policy, including budget authorization and oversight;
- (f) To provide for the undertaking annually of an independent audit of the financial statements of the Corporation, and to review and approve the audit report;
- (g) To develop adequate resources to ensure financial stability for the Corporation's activities including through direct and indirect financial contributions and a commitment to fundraising;
- (h) To select, retain, support, evaluate the performance of, and discharge the President of the Corporation;
- (i) To recruit, elect, orient, and evaluate the Directors and Officers of the Board of Directors;
and
- (j) To advocate the mission, values, accomplishments, and goals of the Corporation to the public at large.