



Position Description for Board Officers & Advisers

Updated August 18, 2022

SELECTION PROCESS

More Info: www.theseadproject.org/our-story

Application Process:

- Candidate sends resume/LinkedIn Profile and letter of interest that outlines community experience to Co-Directors Kaysone Syonesa and Jess Eckerstorfer (kaysone@theseadproject.org and jessica@theseadproject.org).
- Interview with governance team (executive director and at least one board officer).
- Governance team reviews all application materials and makes recommendation to either approve or not approve candidate for appointment by full executive board.
- Board of Directors consensus for approval and appointment.
- Candidate accepts appointment.
- Office + Project Coordinator, Co-Directors and Board Chair will facilitate the onboarding process.

SEAD BACKGROUND

HISTORY

The SEAD Project started in 2011 with the vision of a group of Southeast Asians who wanted to not only connect with their roots and heritage but to think bigger and beyond preservation. We're growing a diaspora movement. To rethink and reimagine and reshape what's possible in sustainable community development and growth for a thriving community with a pivoted focus on empowering Southeast Asian leaders, women and young people. Since 2015, SEAD is a legally recognized 501c3 nonprofit organization based in Minneapolis, Minnesota and a satellite office in Vientiane, Laos.

MISSION

The SEAD Project (Southeast Asian Diaspora) is a community organization on a mission to be an accessible creative hub that provides streamlined workshops and tools to engage and share knowledge in Khmer, Hmong, Lao and Viet diaspora communities. Through safe and welcoming spaces, we hope to grow empowerment to plant the seeds of hope and possibility, locally and globally.

VISION

Growing empowerment ecosystems in Southeast Asian diaspora, through language and storytelling.

OUR VALUES

- Community-Minded
- Culturally-Accessible
- Creative
- Global-Thinking
- Sustainable
- Innovative

- Fair
- Equitable
- Transformative
- Empowering
- Integrity-Leading
- Transparent
- Continuously-Learning
- Holistic
- Balanced
- Progressive

PRINCIPLES

- I. We grow an organizational culture that seeks to better understand and is reflective of our collective SEA cultures.
 - II. We foster a healing-centered environment that is safe, courageous and welcoming.
 - III. We are a family that can and will hold each other with compassionate accountability.
 - IV. We lead through a lens that is community-minded, decolonized, equitable, fair and fearless.
 - V. We are informed by communities we serve and lead with.
 - VI. We are authentic, ethical and transparent about our work and approach.
 - VII. We will explore and experiment sustainable solutions to do and be better as community members.
 - VIII. We share, reclaim and reflect on diverse and complex SEA narratives.
 - IX. We strengthen relationships within and outside of SEA communities.
 - X. We increase voice and visibility of SEA issues and stories for, by and with SEA communities.
 - XI. We collaborate and partner across communities, cultures and generations.
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BOARD POSITIONS...

are volunteer positions. We are currently accepting applications for general board members. For any questions and concerns, contact kaysone@theseadproject.org or hi@theseadproject.org.

Service Terms

Please note that SEAD is currently a working governing board. All board positions are 2-year renewable terms (from start date), with 3 serving terms maximum.

Interview Process

All potential candidates must apply to the board. Board members are interviewed by the executive director and one board member to be moved on for recommendation to the full board. Candidates must be approved by full board consensus.

Time Commitment

- *Individual:* Up to 5 hours per month, which includes working groups, email communications, and volunteering at major events as needed
- *Board Meetings:* 2-3 hours per month. Currently meeting the last Saturday of the month in person.

Desired Backgrounds

Majority of board must be representative of communities SEAD serves:

- Southeast Asian diaspora heritage backgrounds (Hmong, Khmer, Lao, Viet)

- Experience and knowledge working with diverse groups (specifically Southeast Asian communities)
- Experience and knowledge of community issues impacting Southeast Asian diaspora communities

Desired Skills

Finance, fund development, nonprofit, community engagement, community development, donor relations, marketing/communications, IT/digital technologies, education, research, program development, social enterprise, business

General Board Member : For general board members, The Board will support the work of The SEAD Project and provide mission-based leadership and strategic governance. While day-to-day operations are led by the Executive Director (ED), the Board-ED relationship is a partnership, and the appropriate involvement of the Board is both critical and expected. Additional duties are listed below.

- Attend all board meetings.
- Serve on at least one executive committee (fund development, marketing, finance, etc)
- Carry out special assignments as requested by the board.
- Understand the responsibilities of the board as a whole.
- Participate as a vital part of the board leadership.
- Act as cause ambassador