



Cayambis Institute for Latin American Studies in Music Board Handbook Characteristics of Prospective CILASiM Board Members

- **Governance Skills and Abilities**

Experience working with or on behalf of nonprofits. Desire and willingness to advance the cultural, programmatic, and financial goals of CILASiM. Ability to fulfill at least some of the organizational needs of CILASiM, e.g., program development, financial and budgetary planning and oversight, fund-raising, etc. Willingness to help develop a vision and strategic plan for CILASiM as a global organization.
- **Leadership and Networks**

Demonstrate leadership experience, ideally as a member of one or more relevant governing Boards with similar goals (non-profit or for-profit). Share personal and professional contacts with individuals, groups, and organizations who can extend the scope and reach of CILASiM.
- **Knowledge and Experience**

Possess a blend of knowledge, skills and relevant experiences in areas such as development (fundraising), business and finance, marketing, public relations, communications and program evaluation. Have a complete understanding of the CILASiM mission, services, policies and programs.
- **Dedication to CILASiM culture and goals**

Exemplify a genuine interest in the vision, mission, core values and strategic direction of CILASiM and engage in advocacy as an ambassador for its objectives.
- **Teamwork Skills**

Have the ability and willingness to partner with Board members and staff of varying viewpoints and backgrounds to reach consensus on complex problems and issues.
- **Time Commitment**

As part of a working Board, expect to routinely commit as many as four hours per month and attend monthly in-person or online meetings. Additional commitments include reviewing all agendas and supporting materials prior to events and meetings. Board members will be expected to attend 80% of Board meetings each year as well as other CILASiM functions. Members should be willing to serve on committees or task forces and offer to take on special assignments. While this is an unpaid position, CILASiM may reimburse travel and subsistence expenses (as requested) in connection with official CILASiM business.
- **Capacity and Propensity to Give**

Have the ability and willingness to contribute financially in a manner that reflects your capacity and personal commitment to give, and to provide personal contacts and influence to help CILASiM achieve its mission and goals.

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