

Who We Are

YNPN Chicago's Executive Board is comprised of 15-20 young nonprofit professionals from the city's premier mission-driven organizations. The all-volunteer, working board oversees all of YNPN Chicago's operations and activities and is committed to strengthening the nonprofit community. Serving on the board offers a unique opportunity to influence the direction of Chicago's nonprofit sector and the chance to interact with the city's best and brightest public service leaders.

How It Works

While all board members are involved in shaping the direction of YNPN Chicago, the board structure invites a primary focus on one specific area of the organization. Currently, our focus areas include: Communications, Development, Finance, Membership, Programming, Special Events, and coordination with YNPN National. YNPN Chicago remains flexible in changing focus areas depending on evolving needs and capacity. Board members serve a two-year term and are required to attend monthly meetings on a designated weekday evening. Board members host meetings at their offices, which are typically downtown. Individuals elected to the board are also expected to contribute financially in the form of annual dues of \$75.

Review our general requirements and the open position [here!](#)

What We Look For

- A passion for the mission of YNPN Chicago and the larger nonprofit sector
- Ability to dedicate an average of 10 hours per week on YNPN Chicago responsibilities and activities
- Organized, self-starters who are eager to contribute and able to accomplish projects with little supervision
- Deadline-driven and detail-oriented
- Ability to balance idea generation with execution
- Strong communication and interpersonal skills
- The ability to work independently and in a collaborative, team environment
- A clear track record of successful leadership
- Demonstrated skills and experience related to specific focus area
- Able to represent YNPN Chicago to the larger membership

Statement on Attracting Candidates from All Backgrounds

YNPN Chicago values diversity among our applicant pool and among our members. We strongly encourage people from all backgrounds, especially racial and ethnic minorities, people with disabilities, and veterans, to apply for board service. We welcome smart people with non-linear/non-traditional experience and educational backgrounds. No matter their background, candidates should embrace, advocate for, and value equity, diversity, and inclusion. We are proud of our stance and commitment toward creating an equitable, diverse and inclusive network and social sector! [You can read more about YNPN Chicago's commitment to diversity and inclusion here.](#)

Application Process

All applicants will be asked to submit an online **application** along with a **resume** and **letter of reference by 11:59 p.m. on Friday, October 13, 2017**. Letter of reference should be no more than one page in length and should be provided by your immediate supervisor or someone who knows you well professionally and/or personally. We encourage your recommender to provide explicit examples of your ability to fulfill the duties and expectations of a board member.

Before Applying:

- **Please note:** You will only be able to access your online applications **one time** through SurveyMonkey. The system will also require you to complete most questions before proceeding. We **highly recommend** that you [preview our application](#) and prepare your answers before beginning your submission
- Have PDF copies of your resume and cover letter available. You will be asked to upload both before submitting your application.

Ready to begin your application?

About You

* 1. Personal Contact Information

Name	<input type="text"/>
Address	<input type="text"/>
Address 2	<input type="text"/>
City/Town	<input type="text"/>
State/Province	<input type="text" value="-- select state --"/>
ZIP/Postal Code	<input type="text"/>
Email Address	<input type="text"/>
Phone Number	<input type="text"/>

2. Work Contact Information

Title	<input type="text"/>
Company	<input type="text"/>
Address	<input type="text"/>
Address 2	<input type="text"/>
City/Town	<input type="text"/>
State/Province	<input type="text" value="-- select state --"/>
ZIP/Postal Code	<input type="text"/>
Email Address	<input type="text"/>
Phone Number	<input type="text"/>

* 3. I prefer to be contacted at:

Home Work Either

* 4. What is your birth date?

Date / /

* 5. Please describe your employment status. (Select all that apply)

- | | |
|---|--|
| <input type="checkbox"/> Non-profit employee | <input type="checkbox"/> Student (Full-time) |
| <input type="checkbox"/> For-profit employee | <input type="checkbox"/> Student (Part-time) |
| <input type="checkbox"/> Government employee | <input type="checkbox"/> Unemployed |
| <input type="checkbox"/> Other (please specify) | |

Note: Applicants of all ages and employment status will be considered, but our organizational bylaws require that a certain percentage of our board be composed of 1) persons aged 35 years and under, and 2) individuals working within the nonprofit sector.

YNPN Chicago is interested in developing a board that is reflective of the diverse types of nonprofit organizations in the community and a variety of professional experiences.

* 6. Please identify the type of organization you work for or are seeking employment in.
i.e. Arts, Education, Healthcare, Social Services, etc.

* 7. Please identify a primary area of expertise.

* 8. Please identify a second area of expertise.

* 9. Please identify a third area of expertise.

Open Board Positions

The following position is available for the 2017-2019 Board Class.
All board terms are a two-year commitment. The number of available spots is indicated in parenthesis.
Details on individual position requirements are available on our [website](#).

- Finance Co-Chair (1)

More About You

* 10. Tell us about your experience with YNPN Chicago and/or the YNPN network.

50 words or less.

* 11. Why are you interested in a leadership role with YNPN Chicago at this point in time?

100 words or less.

* 12. From your perspective, what are the most pressing issues facing young professionals in the nonprofit sector, and how would you address these in your capacity as a YNPN Chicago Executive Board Member?

100 words or less.

* 13. As both a working and governing board, it's particularly important to know the professional areas of strength and growth of Executive Board Members. Some competencies are needed for board service, and others are meant to be developed through board service. What do you see as your professional strengths and weaknesses?

100 words or less.

* 14. YNPN Chicago board service can be time intensive. Please address your ability to balance the time commitment required with your current and foreseeable obligations.

100 words or less.

Supplemental Materials

* 15. Resume

Please upload a current PDF copy of your resume.

Choose File

No file chosen

* 16. Letter of Reference

Please upload a PDF copy of your letter of reference. The letter of reference should be no more than one page in length and should be provided by your immediate supervisor or someone who knows you well professionally and/or personally. We encourage your recommender to provide explicit examples of your ability to fulfill the duties and expectations of a board member.

Choose File

No file chosen

Optional

Deciding not to answer the following questions will not impact YNPN Chicago's decision regarding your application.

17. Anything else we should know about you?

Last chance to stand out! 100 words or less.

18. How did you hear about this opportunity?

YNPN Chicago Newsletter

I attended a YNPN Chicago event

YNPN Chicago Website

Social Media (Facebook, Twitter, LinkedIn, etc.)

YNPN Chicago Board Member

Online Search (Google, Bing, etc.)

Friend or Colleague

Other (please specify)

Note: The following question is being asked to ensure that YNPN Chicago is being intentional about our commitment to equity, diversity, and inclusion. Our goal is to make sure our selection of board members is representative of our diverse membership.

19. Are you a member of an underrepresented group in the nonprofit sector, particularly with regard to representation in leadership roles (e.g. race/ethnicity, gender, ability, etc.)?

Yes No

If you answered yes to the question above, please provide additional information.