



Board of Directors Position Description **(Approved 12-9-2022)**

The Minnesota Association for Family and Early Education (MNAFEE) is a non-profit association promoting Early Childhood Family Education (ECFE) and other public school early childhood programs.

MNAFEE promotes professional development, advocates for public policies, builds state-wide public awareness, promotes quality education programs of integrity and research-based information, and pursues organizational growth by responsively serving the needs of the membership. Since 2003, MNAFEE has served as Minnesota's leader in professional development and advocacy for teachers in parent and family education and early childhood education because children thrive when their parents and earliest teachers are supported. For more information visit MNAFEE's website at www.mnafee.org.

Board Position

The board supports the work of MNAFEE and provides leadership and strategic governance. Board members contribute time, skills, and energy to accomplish the work of the organization to meet strategic goals. Board members guide the organization towards sustainable funding, professional development, and advocacy through ethical governance and financial management.

Board members have an opportunity to extend their professional network, support early childhood and parent education initiatives on a state-wide basis, collaborate with Minnesota Department of Education staff, partner with higher education, and advocate for children and families at the local and state level. Board positions provide leadership experience and opportunities that impact the field of early childhood and parent education.

Expectations of Board Members

- Maintain active membership status in MNAFEE for their entire term of service.
- Attend board meetings, review materials and participate in board discussions. Opportunities to participate remotely via conference call and/or web-based meeting platforms are available.
- Participate in and provide support for at least one MNAFEE sponsored event each year such as serving in a leadership capacity at the MNAFEE Conference held in April or regional professional development workshops or other events.
- Serve on at least one board committee or board ad hoc committee or as the MNAFEE representative on a community board or organization as defined at least annually by the Board Chair. These committees could include: MNAFEE Professional Development, Advocacy, Membership, Communications, Awards, Nominations, Executive Committees, Grant Ad Hoc Committee, ECLDS Advisory Group through MDE.
- Stay informed of MNAFEE's mission, events, and professional development opportunities.
- Provide guidance and support for MNAFEE's budget, legislative platform, marketing and outreach efforts, communication, strategic planning, and other fiduciary responsibilities.
- Keep current on developments in the field of parent and early education and school-based programs, particularly those in Minnesota.
- Represent MNAFEE in a professional, positive manner and serve as an ambassador for the organization.