

CHANGING HEARTS & MINDS. LEVERAGING OBSTACLES. UNLOCKING POTENTIAL.



**BOARD
RECRUITMENT PACKET** 2022

Moving the World: **Expecting Great Contribution with People Experiencing Disabilities**

ORGANIZATION ETHOS



- VISION -

Moving the world: Expecting Great Contributions with People Experiencing Disabilities

- MISSION -

CHANGING HEARTS & MINDS. *Leveraging Obstacles.* UNLOCKING POTENTIAL.

This vision and mission describes our commitment to the inclusion and contributions of all people with barriers into society while also changing perspectives of what's possible.

To best describe INCIGHT's direction as well as the passion and purpose behind the organization, it's important to breakdown the three sections of our new mission statement.

Changing Hearts & Minds

We seek to cultivate a world of inclusion for those with disabilities to succeed and contribute to the community to their fullest. This starts by educating the hearts and minds of those in the workplace, in the education system, among parents and with individuals experiencing disabilities and barriers themselves. We believe it involves changing culture by busting stigma and breaking down barriers. We need to re-frame the conversation around disability and increase the comfort around those with barriers. It involves providing a safe environment for employers to ask questions. It means getting people jobs and changing workplace culture. It further includes setting expectations, creating awareness and building an environment of empowerment and accountability.

Leveraging Obstacles

While setbacks, challenges and barriers are an inevitable part of life, at times some of us are confronted by far greater obstacles than others. We believe it's not what individuals face in life, but rather how they respond. It means having the ability to dynamically adapt to the circumstances with courage, humility and open-mindedness. It also means leveraging your way through the situation by exploiting strengths, building upon weaknesses, developing a set of compensating assets, and creating a plan to overcome the faced obstacles.

Unlocking Potential

We believe more potential resides within the disability community than has historically been realized. Much of this human potential has been locked up due to stigma and low expectations. We address both while providing the tools and resources needed for those with disabilities to pursue their goals and reach their dreams. When individuals pursue their passions they find hope, greater purpose and fulfillment in life. And, when this happens, we believe individuals can achieve a higher level of success, not letting their potential be untapped or wasted.

These three sections are the **heart of INCIGHT's focus, philosophy and culture.** We believe people have an intense need for hope and a purpose in their lives and **INCIGHT seeks to help them discover it.**



To accomplish its mission INCIGHT has organized the organization's programs and initiatives around three key transition areas affecting individuals with disabilities: **Education**, **Employment**, and **Independence programs**, which reach thousands of clients annually.

Education

INCIGHTFUL Transitions Curriculum

Provides the tools and skills for all students, including those with disabilities, to advance their education, seek and obtain employment, and become active participants in their communities.

- Reached over 1,000 students
- Trained 350 high school educators
- Served 35 school districts

INCIGHT Scholarships

Students who demonstrate outstanding service to their community and overcome personal obstacles are awarded scholarships.

- Awarded 930 scholarships to students with disabilities
- Partnered with 100 post-secondary schools
- Mentored 230 college students

Job Exploration Tours

Virtual field trips and Career Readiness Workshops designed to connect students with Oregon Employers to learn about the layers of employment within specific businesses and equip them with the knowledge needed to think about future career goals and employment.

Employment

Get Ahead

Events focused on helping people get their first job, change industries or advance in their careers. This series covers everything needed in your virtual job search, from resumes and interviews to choosing what industry to enter.

- Supported 200+ jobseekers through these events

JobsNow.org

Our high-energy employment job fairs have one purpose: match organizations and job seekers for a long-term sustainable connection.

- Supported over 10,000 jobseekers to date
- Hosted 90 job placement events
- Facilitated 850 job placements
- Trained over 2,500 business professionals

Independence

ACTIVATE

This program unlocks potential in individuals, organizations and our community through educational content, trainings and community engagement. INCIGHT has been a one-stop-shop for workplace trainings around diversity, equity, inclusion, leadership development, organizational change and many other topics in the workplace.



Director's Responsibilities

BOARD EXPECTATIONS

- Three-year term
- Leadership role in at least 1 committee and/or supporting role in at least 2 committees

BOARD COMMITMENTS

- Quarterly Board meetings (Tentative: March, June, September, December)
- Board committee meetings, as scheduled by Committee Chairs
- Attend One Program Event
- Annual Gala
- Annual TopGolf Event
- Board Retreat

BOARD SUPPORT & RESPONSIBILITIES

- Be an active board member, serving as a passionate ambassador of INCIGHT.
- Enhance the organization's public standing
- Follow and promote INCIGHT on social media
- Annual financial contribution to help organization achieve 100% Board giving
- Use personal / professional network to identify and recruit sponsors and donors
- Use personal / professional network to identify and recruit Board members
- Ensure effective planning and adequate financial resources
- Protect assets and provide proper financial oversight
- Develop an annual strategic plan with other board members to guide INCIGHT
- Build a competent board
- Hire, support and participate in Executive Director's annual performance evaluation process
- Ensure legal and ethical integrity





BOARD MEMBER NOMINATING PROCESS

The process for recruiting and nominating prospective board members to serve on INCIGHT's Board of Directors shall focus on the steps outlined below.



EDUCATION
employment
& INDEPENDENCE

1. Identify ideal INCIGHT Board member candidates that exhibit characteristics such as a/an:
 - Understanding of and Commitment to Incight's Vision, Mission, Values and Strategic Plan
 - Passion for serving those with disabilities
 - Proven Leadership experience
 - Embracing and Experience of Fundraising activities
 - Deep-seated appreciation for the richness of cultural, perspective, physical and ethnic differences
 - Demonstrated positive creativity and comfort with thinking '**outside the box**' to leverage obstacles
 - Humility in being willing to be a servant leader
2. Prospective board nominees may be nominated by INCIGHT's Board members, Executive Director, Executive Staff and Trusted Advisers to the nominating committee for consideration.
3. The nominee will meet with the Executive Director and/or Board Chairman to discuss the specific expectations for board membership as well as the nominee's desire and ability to serve.
4. Nominee will provide pertinent biographical details about themselves by completing the Candidate Application Form, attaching their resume.
5. The prospective nominee will complete a new board member application and interests assessments.
6. The prospective nominee will receive an orientation/onboarding to INCIGHT that will include a discussion of the Mission, Vision, Values and Strategic Plan of the organization.
7. The Board Executive committee will review the nominee's information and then recommend election to the full Board of Directors.

INCIGHT BOARD CANDIDATE APPLICATION FORM



INCIGHT Board of Directors Candidate Information and Interests Assessment

Thank you for your interest in becoming involved with the INCIGHT Board of Directors.

We greatly value a board that includes individuals with diverse skills, talents, backgrounds and experiences. In order to create a board that reflects such diversity, it is important to know as much as possible about each individual member. Please take a moment to complete this board candidate information and interests assessment to the extent you feel comfortable. All responses are confidential.

Name: _____ Date: _____

Address: _____

Phone (day): _____ Phone (evening): _____

Email address: _____

Occupation/professional background: _____

Educational background: _____

Please attach a Resume/Curriculum Vitae/Summary of non-profit leadership experience.

1. Why are you interested in serving on the INCIGHT Board?

2. Why do you believe that INCIGHT is an impacting organization?

3. How do you see yourself contributing to the Vision, Mission and Values of INCIGHT?

INCIGHT BOARD CANDIDATE APPLICATION FORM



4. What do you hope to receive from being an INCIGHT Board Member?

5. What do you think would be most challenging about having a position on the INCIGHT Board of Directors?

6. Please look over the list below. Place a checkmark next to the areas in which you have experience and expertise:

- | | | |
|--|---|---|
| <input type="checkbox"/> Admin./Management | <input type="checkbox"/> Financial Management | <input type="checkbox"/> Human Resources |
| <input type="checkbox"/> Board Development | <input type="checkbox"/> Fundraising | <input type="checkbox"/> Strategic Planning |
| <input type="checkbox"/> Data Management | <input type="checkbox"/> Sales | <input type="checkbox"/> Public Relations |
| <input type="checkbox"/> Marketing | <input type="checkbox"/> Health Care Management | <input type="checkbox"/> Telecommunications |
| <input type="checkbox"/> Special Events | <input type="checkbox"/> Public Speaking | <input type="checkbox"/> Legal |
| <input type="checkbox"/> Program Development | <input type="checkbox"/> Education | <input type="checkbox"/> Operations |

7. Here's a list of INCIGHT's Standing Committees. Are there any you are interested in joining? If so, explain why.

- **Executive Committee**
- **Finance Committee**
- **Board Governance**

8. Please list any other interests, talents or hobbies that you would like to share:

Please return your completed application to your INCIGHT Board of Directors contact:

Name: _____ Phone: _____

Address: _____ Email: _____

Making a difference, one swing at a time!

A great opportunity to get outside and have some fun with clients, co-workers, friends the INCIGHT team... all to support **education, employment and independence in our community.**

We are all thinking of new ways to get out and spend time with people we care about. Our Annual Golf Event is always a huge success with a special afternoon spent with family and friends, not only to play golf and socialize, but also to support an important community organization. Not only was there friendly competition within golf groups, there was also additional games and prizes during the event that added excitement to the day. Our featured 50/50 raffle also provided the possibility of an additional cash prize at the end of the tournament. INCIGHT relies on the support and participation of our donors and sponsors in order for us to continue to help people with disabilities through our **Education, Employment and Independence** programs. **Together we will make a positive impact on our community!**



What a night!

INCIGHT's 1st Virtual Gala was a tremendous success! Guests joined our gala virtually and enjoyed the polished, fun and exciting event from the comfort of their own home.

We had a beautiful mix of generous supporters, who all share the same vision. There were past supporters in attendance, as well as many new friends, all participating in the festivities from either house parties or their homes. We delivered a special party box and a bottle of wine to each Gala House host to help kick off the virtual party. And all registered guests were eligible to win a variety of door prizes. **We surpassed our fundraising goals and are incredibly thankful for everyone's support!**



All the funds raised go towards fueling our mission:

- CHANGING HEARTS & MINDS
- LEVERAGING OBSTACLES
- UNLOCKING POTENTIAL



join our team!

