



HACE Junior Board Strategy Document

HACE Junior Board Goal: To engage high achieving and high potential Latino professionals in supporting the mission of HACE while providing them with opportunities to network, build leadership skills, and develop professionally.

Benefits of HACE Junior Board Membership:

- Support HACE's mission in providing insight, access, and professional development to Latino professionals throughout their career continuum
- Expand your professional network by meeting and working with other civic and professional minded Latinos
- Build your leadership acumen by serving and leading on the HACE Junior Board and HACE Board sub-committees, while achieving specific deliverables critical to enhancing HACE's mission

HACE Junior Board Requirements:

- Nominees:
 - o High achieving/potential Latino professionals between the ages 23-35. Anyone can nominate themselves or another by filling out a nomination form and providing a resume
- Organization:
 - o Self governed organization overseen by HACE board and staff
- Commitments:
 - o 2 year commitment renewable annually
 - o Conduct 6 HACE Junior Board meetings/year
 - o Expected minimum time commitment of 5 hours/month
 - o Attend at least 4 HACE Junior Board meetings/year
 - o Serve and actively participate on at least one HACE Board sub-committee
 - o Actively participate in *Sembrando*, the HACE annual fundraiser
- Fundraising:
 - o Give or get of \$1,000/year total through any combination of the following:
 - Individual ticket sales to *Sembrando el Futuro*, the HACE annual fundraiser
 - Securing Individual donations to HACE
 - Facilitating corporate financial support for HACE networking events, leadership development programs, or corporate membership

HACE Junior Board Executive Committee:

Chair – The Chair is the key point of contact for the board and provides overall guidance to the HACE Junior Board. He/she also leads the meetings and set's the HACE Junior Board calendar.

Vice Chair – The Vice Chair helps the Chair plan meetings, sets the calendar and identifies prospective new members to the organization.

Secretary – The Secretary documents all meetings, is responsible for collecting the dues, and assists the Chair and Vice Chair with the overall promotion and outreach of the HACE Junior Board.

HACE Junior Board Functions:

1. Fundraising - Support *Sembrando el Futuro*, the HACE annual fundraiser by: Collaborating with the HACE Board Fundraising committee in the preparation, pre-planning and execution of the event. Activities include marketing, host committee selection and assistance, honoree selection and outreach, developing collateral and PR/social media support, sending letters to networks, securing silent auction items, and volunteering at the event.
2. HACE Board Sub-Committee - Serve on at least one HACE Board sub-committee. HACE Board committees consist of Programs, Grants/Donations, Business Development/E-Commerce, Fundraising, Marketing/PR, and Nominations.
3. Quarterly Networking Events – The HACE Junior Board will organize and host quarterly networking events, consistent with HACE's mission, providing an opportunity for Latino professionals, HACE corporate partners, HACE leadership and staff, to network and interact, while helping to recruit professionals and corporate partners to HACE programs and initiatives.
4. Volunteering – Volunteer at our career conferences, networking events, leadership programs, coaching and mentoring sessions, and any other related HACE programs and services.
5. Leadership – Serve on the HACE Junior Board Executive Committee as Chair, Vice-Chair or Secretary, or any other related appropriate HACE Junior Board committees.

