



Board of Directors Responsibilities and Expectations

History & Mission: The mission of Urban Tree Connection (UTC) is to work with residents in historically marginalized communities to revitalize their neighborhoods by transforming abandoned open spaces into safe and functional places that inspire and promote positive human interaction. Founded in 1989, and incorporated as a 501c (3) in 1997, UTC works with residents of West Philadelphia's Haddington neighborhood, to develop community-driven greening and gardening projects on vacant land. Through land revitalization, we work alongside residents to develop and promote community leadership and power.

Over the past 15 years, UTC has partnered with residents in West Philadelphia to redevelop 29 vacant lots totaling more than 86,000 square feet of land. Together we have repurposed these spaces for communal growing and gathering; production and distribution of sustainably-grown vegetables in neighborhoods with food insecurity; and participatory community education across the life span that includes health and wellness, gardening, food and environmental justice.

Purpose: To advise, govern, oversee policy and direction, and assist with the leadership and general promotion of Urban Tree Connection so as to support the organization's mission and needs.

Board Composition: UTC aims to have a board that is reflective of the community it is a part of and thus centers the leadership of Black people and people of color; women; and working class folks. While UTC's board is welcoming to a variety of people from various backgrounds and experiences, at this time we are explicitly looking to balance our board's diversity in the noted areas above. We are looking for board members with a diversity of skillsets and professional experiences, and that are in alignment with our mission and vision for a more equitable society.

Overview of responsibilities:

- Fundraising and outreach
- Organizational leadership and advisement
- Formulation and oversight of policies and procedures
- Financial management, including adoption and oversight of the annual budget
- Review of organizational and programmatic reports
- Promotion of the organization

Meetings and time commitment:

- Attend monthly board meetings in Philadelphia (~2 hours per month)
- Attend bi-monthly committee meetings in Philadelphia (~2 hours every other month)
- Attend and participate in special events (~2 per year)
- Complete any assigned tasks between meetings (~2 hours per month)

Expectations of board members:

- Ensure the organization is fulfilling its mission and being held accountable to the communities it's a part of
- Attend and participate in board meetings, committee meetings, and special events
- Educate oneself of UTC's programs and communities
- Advocate publicly for the work of UTC
- Understand UTC's finances, budget, and financial/resource needs
- Financially support UTC in a way that is personally significant, which also includes encouraging individuals in your network to support our work through financial and in-kind contributions