



NOVA WORKFORCE BOARD BOARD MEMBER PROSPECTUS

- Title:*** Member, Board of Directors, NOVA Workforce Board
- Responsible To:*** Chairperson(s) and Board of Directors
- Estimated Time Commitment:*** For new members, average 25-35 hours per year, including reading
- Expectations:***
- Take a leadership role in forging a strong and vital partnership between business and the workforce development community, resulting in an entrepreneurial, market-driven, accountable and exceptional workforce investment system.
 - Contribute specific expertise from key industries, articulating evolving industry needs, critical to aligning our workforce with the jobs of the 21st Century.
 - Develop and approve policy for workforce initiatives in the NOVA service-delivery area.
 - Help create and provide oversight of a strategic plan.
 - Promote the NOVA Board and workforce, through collaboration and relationship-building with other businesses, organizations and groups.
 - Participate in Board meetings, including an annual retreat.
- Qualifications:***
- Hold senior level management position in company.
 - Represent key industries that shape the Silicon Valley economy.
 - Participation on Board is supported by company represented.
 - Passionate about workforce development/economic development/community development and the work of the NOVA Workforce Board; alignment with personal values and professional career development.
 - Ability to see the big picture, think bold and act strategically.
 - Ability to work well as a team player.
- Board Meetings:*** 6 General Board Meetings per year (est. 2 hours each)
Fourth Wednesday of the selected month
12 Noon–2:00 p.m. at NOVA (Board Room)
- Task Force Meetings:*** Taskforces are formed on an as needed basis, are time-limited and represent temporary assignments for Board members. All Board members work on task forces.