

Greater Tacoma Community Foundation

New Board Member

Personalized On-Boarding Plan

PURPOSE: Engage new members in the organizational strategy that Board Members govern to give context and meaning to the first-year onboarding process.

KEY MESSAGE: The first year of GTCF Board membership is a year-long learning journey where new members build knowledge of the unique role of GTCF, the operations of a community foundation, and the broader philanthropic sector while GTCF learns what new members can uniquely contribute from their lived experience to GTCF’s mission and vision in Pierce County.

Personalized Plan Goal: Utilize the orientation and 1-year on-board plan as a guiderail to craft quarterly activities that you consider most beneficial in preparing you to be a productive, engaged and impactful board member.

The personalized plan will provide your assigned mentor the greatest opportunity to enrich your on-boarding experience as it relates to your skills, knowledge and interest.

Plan For: _____

Mentor: _____

E-mail: _____

Phone: _____

I. Orientation

1. Were there unanswered questions or new thoughts that came about after orientation? If so, please list for future discussion.

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2. Are there still unanswered questions i.e., GTCF's strategic framework, distinctions of trust-based community foundation etc.?

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3. Is there anything else you like to know about GTCF operational structure?

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4. Other

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II. Q1 Goal: Gain a fundamental orientation to organizational Policy, Procedure and Organizational Structure

1. Who are the people (board members, staff or community) you would like to meet or have a conversation with during Q1?

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2. Are there specific materials you would like to review or know how to access?

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3. Do you prefer having someone walk you through the BoardPaq library?

4. What do you consider to be the best activity for you during this first quarter?

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5. Other

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III. Q2 & Q3 Goal: Gain a functional understanding of GTCF’s Strategic Framework to include the interconnectivity with its vision, mission, values, crosscutting strategies and the on-going work of the Foundation.

1. Do you need specific examples of GTCF’s strategic framework methods being applied to gain a better understanding? In what area(s)?

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2. Who are the people (board members, committee Chairs, staff or community) you would like to have a general conversation with during Q2?

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3. Do you think you will want to schedule 1 on 1 time with specific people (mentor, board members, committee Chairs, or staff) after you have reviewed different materials? Is this an area the mentor can provide guidance?

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4. What committees do you plan to observe during Q2 and Q3?

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5. Are there specific types of community engagements you want to be made aware of or would like to attend on GTCF’s behalf?

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IV. Q4 Goal: Begin to realize the full potential and impact of the new Board member

1. What other committees do you hope to observe during Q4?

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2. After observations and an enhanced knowledge of committee work which committee(s) best aligns with your interest or skill sets.

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3. Are there additional community engagements/organizations you would like to gain a better understanding of or engage with as it relates to GTCF's strategic framework?

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4. To assist GTCF in its focus on continuous improvement and providing an effective and enriched on-boarding process, what do you see as opportunities with the on-boarding process?

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5. Is there a more specific role you feel mentors in general might play?

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6. Would you consider being a mentor for an incoming board member?

7. Although it's an early assessment, do you feel you may have aspirations for a Board officer position in the future?