

# MCWT Advisory Board 2027 Co-Lead Description

## Accountability

The Advisory Board Co-Lead shall have the responsibility to co-manage the Advisory Board which consists of individuals appointed from our partner organizations who support the organization at Emerald level (\$15K) and above. The Advisory Board Co-Lead shall partner to conduct quarterly Advisory Board meetings; shall serve as the communication channel out to the Advisory Board members and represent the Advisory Board at the MCWT Board Meetings; although the Advisory Board Co-Lead does not serve as a voting member of the MCWT Board.

## Time Commitment

Approximately 6-12 hours per quarter, plus attendance at MCWT events

## Term of Office

Two years. The term of office for each of the two Co-Leads alternates, such that one Co-Lead is new each year.

The Co-Lead seat is not a partner benefit and can be in-addition to Advisory Board seats aligned per the partnership level.

## Roles and Responsibilities

- Attend onboarding with the MCWT Secretary to ensure an understanding of the role and MCWT's structure
- Create materials, distribute, and facilitate the MCWT Advisory Board meetings
- Drive engagement of Advisory Board members including supporting each member and their organization's goals as aligned to MCWT
- Represent the MCWT Advisory Board at monthly MCWT Board meetings
- Participate in MCWT events to encourage women and strengthen partnerships with MCWT supporters
- Engagement in at least one other MCWT Committee

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## Roles and Responsibilities

- **Advance the mission and vision of MCWT. Examples of this support can include:**
  - Recruit leaders for MCWT Committees, Board and Advisory Board positions
  - Support Fund-Raising through partnership engagement, personal donations, and leverage of network and contacts
  - Bring unique and valuable skills and apply them to the organization
  - Maintain or grow employer's partnership commitment

## Qualifications

- Desired to have experience as a MCWT Advisory Board member and/or MCWT leadership role
- Commitment to MCWT's mission and strategic directions
- An understanding of the MCWT Board and Foundation operations
- An ability to commit the time required to fulfill the responsibilities described
- Proven public speaker
- Fundraising experience preferred, but not required
- Desired technology/STEM background or experience