



**East Haddam  
Youth & Family Services, Inc.**

### **East Haddam Youth and Family Services**

387 East Haddam-Moodus Road

P.O. Box 572

Moodus, CT 06469

Phone: (860) 873-3296

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[www.ehyfs.org](http://www.ehyfs.org)

### **2015-2017 Board Membership and Committee Volunteer Opportunities**

**Mission Statement:** East Haddam Youth and Family Services (EHYFS) is dedicated to creating an environment where youth and families thrive with the support of an active network of community entities working in collaboration to promote positive healthy youth development and the prevention of substance use.

**Background Information:** EHYFS is a private, non-profit agency that was started by a small group of high school students and adults working together to provide services for young people. EHYFS is currently seeking citizens from the community who are interested in serving two year board membership terms and/or other volunteer and committee efforts.

EHYFS works collaboratively with the town government, school system, local and state police, civic and faith organizations, parent groups, youth and adults and several regional and state agencies. Agency staff and volunteers are committed to offering programs and services at little or no charge to facilitate and support an environment where young people thrive. The agency is managed by an Executive Director who oversees a staff of four full and part-time employees who are staffed permanently or via contract. Positions include a Youth Activities Coordinator, Prevention Coordinator, Counselor and Drug & Alcohol Counselor. EHYFS is governed by a volunteer board representing various sectors in the community with professional designations related to education and clinical work, non-profits, finance, public safety, and state and municipal public service. The board consists of board-elected members, including adults and youth. Board members are not elected through a town-wide campaign/referendum process.

EHYFS recently developed and implemented a five-year strategic plan to support the activities of the Board of Directors and agency staff. New board members and volunteers will play an integral role in assuring that defined goals are met and that myriad services provided by EHYFS are expanded and accessible to the community at large. The latest agency community and data report can be accessed at: [East Haddam Youth and Family Services: A Report to the Community](#)

### **Goals and Responsibilities of EHYFS Board Membership**

1. Embrace the EHYFS mission and purpose.
2. Provide advisory support to the EHYFS Executive Director, staff, and volunteer groups.
3. Monitor and strengthen programs and services.
4. Ensure adequate financial resources through town budget process and fundraising.
5. Protect assets and provide proper financial oversight.
6. Build and support a competent board.
7. Ensure legal and ethical integrity.
8. Enhance EHYFS' community presence.

### Desired Skills, Expertise and Personal Dispositions

- Ability to facilitate and motivate an interactive network of volunteers
- Access to and proficiency with various technologies and social media to support group and independent work
- Effective communication, including public speaking and writing skills
- Financial management
- Grant writing experience
- Insurance expertise
- Knowledge of and experience with youth agencies and related activities
- Knowledge of current fundraising trends and innovative methods and strategies to support the acquisition of annual fundraising goals
- Legal expertise
- Patience, a good sense of humor, and a desire to make a difference and improve the quality of life for citizens of the East Haddam and Moodus communities.
- Strong planning and organizational abilities
- The ability to maintain sensitive information in a confidential manner.
- Understanding of non-profit missions and recruitment/management of volunteers and board members.

Applicants should submit a letter of interest detailing specific areas of expertise, and current resume to:

East Haddam Youth and Family Services  
387 East Haddam-Moodus Road  
P.O. Box 572  
Moodus, CT 06469

Electronic applications may also be sent to: [EHYFSApplicant@gmail.com](mailto:EHYFSApplicant@gmail.com)

Please note either "EHYFS Board Membership" or "EHYFS Volunteer Interest" in the subject line.

There is no deadline for the submission of an application. Applicants will be contacted for Board openings when identified areas of expertise will support the Board, and/or other volunteer opportunities. There are currently several immediate volunteer opportunities and Board vacancies.

May 6, 2015