



Legal Counsel for  
Youth and Children

## **Legal Counsel for Youth and Children (LCYC) Board Job Description – Volunteer Position**

### **Mission**

Legal Counsel for Youth and Children protects the interests and safety of youth in Washington by advancing their legal rights.

### **About Us**

We accomplish our mission through direct legal representation, strong community partnerships, and systemic advocacy. LCYC serves roughly 800 young people on an annual basis through four core programs: child welfare, juvenile court, youth and family immigration, and youth homelessness. The majority of youth served by LCYC are between 12 – 24 years in age. Young people of color and LGBTQIA+ young people are overrepresented within these systems and among those served by LCYC. LCYC is committed to becoming an anti-racist organization and embraces a commitment to continual learning with board and staff members.

### **The Role**

Our volunteer Board of Directors supports LCYC in meeting its mission by providing expertise, leadership, and strategic governance.

### **Responsibilities**

- Be an amplifier for the organization and provide connection to external audiences to help raise LCYC's profile in the community.
- Provide expertise to support LCYC in meeting its mission.
- Participate in 10 annual board meetings with at least 80% attendance. Meetings primarily are virtual.
- Attendance at one in-person annual retreat. LCYC can provide financial assistance for board member travel.
- Participate in at least one committee.
- Actively participate in the board's evaluation and planning efforts.
- Participate in fundraising for the organization, including attendance at the October fundraising event and bringing 8 -10 guests. LCYC can provide financial assistance for board member travel.
- Approve LCYC's annual budget, 990, and strategic plan; stay informed of, and meet all, legal and fiduciary responsibilities. Here is a [helpful resource](#) on board member areas of practice.
- Assist the ED and BOD in identifying and recruiting other Board Members.



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### **Term**

LCYC Board Members serve three-year terms.

### **Qualifications**

LCYC seeks board members who are diverse in perspective, professional, and lived experience. LCYC provides services for young people in communities across the state; we welcome interest from individuals from Clark, King, Skagit, Thurston, and Walla Walla Counties in Washington. Board members must demonstrate a commitment to anti-racism. Board members must have an understanding of the populations that we serve, and a passion for expanding access to justice for youth and young adults.

### **Current Desired Expertise**

Needed skills and background may shift as the board composition changes. Below are current areas of expertise desired:

- Legal
- Communications
- Marketing
- Finance
- Human Resources
- Small Business Owners (shops, restaurants, bars, wineries, breweries)
- Non-profit Professionals from by/for organizations serving LGBTQIA+, immigrant, and native youth populations (with a focus on rural communities)

### **Application Process**

1. Please fill out the Board Interest Form [here](#).
2. If there is a fit with LCYC's current needs, you will be contacted to schedule an introductory meeting with LCYC staff leadership.
3. If there is mutual interest following the introductory meeting, you will be connected and meet with a current LCYC Board Member.
4. If there is mutual interest in proceeding following the meeting with an LCYC Board Member, the Board Member will recommend for you to be considered for board membership to the full Board of Directors and will move to vote. Board Members will receive your Interest Form in advance of voting. A majority vote is required to be elected to LCYC's Board of Directors.
5. If elected, you will attend a Board Member Orientation, where the Bylaws, Conflict of Interest Form, and New Board Member Form will be reviewed. You will also receive access to the Board Member SharePoint site.
6. Once all forms are completed, you are ready to attend your first board meeting!

Questions? Please contact Emily Meltzer at [emily@lcywa.org](mailto:emily@lcywa.org) or 206-406-3069.