
ABOUT THE ON BOARD PROGRAM

On BOARD is a unique board leadership training and placement program that prepares business leaders to serve on the governing board of a nonprofit arts organization and helps them to match with the organization that is best- suited for them.

Current arts clients of the Arts & Business Council may apply to participate in On BOARD by completing the application which can be found on our website and submitting the required supplementary materials. Following acceptance to the program, details about your organization including the mission, programming, and board details will be provided to the candidates in training. Your board chair and executive director will also attend one of two networking sessions to present the organization to the pool of candidates and to speak with them further about their skills and interests as well as your board needs. Part of the application process may include having an A&BC staff member observe one of your board meetings to assess your organizations readiness for board recruitment.

Participation in On BOARD by arts organizations includes providing access to your programs and board activities for interested candidates. This may include:

- Complimentary tickets for two to a performance
- Scheduling a site visit
- Allowing a candidate to audit a board or committee meeting
- Coordinating a meeting with the board chair and executive director
- Other creative ways of viewing the organization's programming

Arts organizations are required to attend one of two Meet & Greet Networking Sessions during which each group will make a 3-minute presentation. After the presentations, candidates visit with the representatives of the groups they would like to learn more about. Any preference between the two dates should be communicated to A&BC staff as soon as possible but may not be able to be guaranteed. Both events will be held in downtown Chicago.

Spring Meet & Greet Networking Events:

Tuesday, March 6: 5-8pm

Tuesday, March 13: 5-8pm

During the time that the candidates are becoming acquainted with the participating arts organizations, they are also attending training sessions that cover the major aspects of board service. In addition to preparing the participants for board service, this knowledge supports the development of relationships between candidates and arts groups as they each work to determine the most fitting match.

The candidate training sessions include lecture and discussion on The Structure & Lifecycle of Arts Organizations, Legal Responsibilities of Board Members, Fiduciary Responsibilities of Board Members & Non Profit Finances, Development, Funding, & Fundraising, and Executive Leadership & Committee Structure.

Since 1999, the Arts & Business Council of Chicago has successfully placed more than 200 business professionals on nonprofit arts boards. Participating candidates have expertise in a wide range of areas including Marketing, Legal, Finance, Accounting, Strategy, Human Resources, Real Estate, and occasionally Non Profit Management, Program Development, and Fundraising.

We work with both the candidates and the organizations throughout the course of the On BOARD Program to make the vetting process as smooth as possible. The candidates and groups each complete a comprehensive application and are interviewed by Arts & Business Council staff to ensure that all participants are prepared for and committed to the program. Participants are asked to check in regularly during the matching process to ensure that the best possible fit is made.

FREQUENTLY ASKED QUESTIONS:

- **What is the application process and fee to participate in On BOARD?**

Applications are due January 15 for the Spring session of On BOARD. The application is located on our website: <http://fs11.formsite.com/artsbiz1200/OnBOARDAppForm/index.html>

Organizations should create a username and password so that they will be able to return to the form to complete it or edit information at a later time.

Notification of acceptance will be sent out by Friday, February 17th.

The cost to participate as an arts group is \$200, which is due by March 2nd and is not refundable.

- **Can my organization participate more than once in On BOARD?**

Current Arts Clients of the Arts & Business Council are welcome to apply for On BOARD at any time.

Note: when organizations do receive a board member through the On BOARD Program, they are normally asked to abstain from applying for one cycle in order to focus on orienting that person to the board of directors.

- **How many organizations participate in On BOARD each session?**

More organizations are accepted into the program than there are candidates in order to ensure that the candidates have a wide range of disciplines, sizes, and locations of groups to choose from. For example, with a class of 15 candidates, the Arts & Business Council would accept approximately 20-25 organizations into the program. This does mean that several organizations will not be matched. Generally between 20 and 30 arts groups are accepted each session.

- **What happens if my organization does not match with a candidate?**

Organizations not receiving a board placement are welcome to return for the immediate next cycle to meet a new group of candidates in training. There is no charge to participate in the second cycle.

- **What is the time commitment to participate in On BOARD as an Arts Organization?**

After filling out the application and attending one of the two networking sessions, it takes up to 10-15 hours per month between the board and staff to coordinate meetings and to discuss a candidate's potential involvement with your organization outside of your normal program activities.

Approximately 50% of all On BOARD graduates participate on the Executive Committee of their organization during their first term and often serve their chosen organization for many years. The Arts & Business Council is pleased to be able to provide knowledgeable and dedicated board members to the wonderful organizations we serve.

For more information please contact
Kristen Romans at kromans@artsbiz-chicago.org or 312.372.1876 x221