

Position: Board Member (Volunteer)

General Job Description: Project Zawadi (PZ) is a small 501(c)3 non-profit organization based in St. Paul and doing educational work in Tanzania. Project Zawadi's mission is to partner with communities, schools, and teachers to support quality education for Tanzanian children and youth. Services are delivered in Tanzania via a staff of 12 working in three program areas: Student Sponsorship, School Support (Model Schools), and Teacher Training (Tenda Teachers).

Working from our home-base in the rural village community of Nyamuswa (located in the Mara region of northwestern Tanzania) Project Zawadi has a goal of significantly improving educational quality, safety, and access in our program areas.

- **Student Sponsorship:** Over 680 students have been supported through the Sponsorship Program since Project Zawadi's founding in 2000. Today, there are 248 actively sponsored students at 48 schools studying at all levels from primary through university, as well as a variety of vocational training and apprenticeship programs. Taking a student-centered approach is at the very heart of our programming.
- **Tenda Teachers:** Teachers in Tanzania face a variety of difficult professional challenges, particularly in rural areas such as Nyamuswa. Routinely fast-tracked through accelerated training programs, teachers face school conditions commonly including a greater than 50:1 teacher-student ratio and shortages of basic items such as classroom space, desks, textbooks, teaching materials, electricity, and water supply. In seeking to improve the quality of teaching and learning, the Tenda Teachers program addresses the gap in training and professional development available to teachers both in the immediate Nyamuswa area and nationwide.
- **Model Schools:** Directed by an intensive community and school planning initiative, the Model Schools program supports the vision each community has of a model, high-quality educational institution for their children. Currently working with a pilot group of four government primary schools, Project Zawadi and the communities are pooling our knowledge, resources, personnel, and energy to address infrastructure, teaching materials, staff professional development, student and family support, and academic and career counseling needs.

Project Zawadi has a staff of 14 employees (11 based in Tanzania and three in St. Paul). With an annual budget of \$380,000, over 85% of Project Zawadi's income is raised via individual donors. The current Board of Directors has 11 members.

Please feel free to explore our website for more details: www.projectzawadi.org

Major Duties and Responsibilities:

- Act as a fiduciary who steers the organization towards a sustainable future

- Adopt sound, ethical, and legal governance and financial management policies
- Ensure the organization has adequate resources to advance its mission
- Attend meetings:
 - the third Wednesdays in February, June, and September from 7-9pm in St. Paul.
 - full day workshop the third Saturday in April from 8:30am-3:30pm in Minneapolis
 - holiday meeting and brunch the second Saturday in December from 9-11am in St. Paul
- Participate in at least one committee which typically meets 3-4 times per year on a schedule set at a time convenient to committee members.
- Be ambassadors of the organization to both their networks and the community at large
- Make a financial gift of personal significance

Qualifications for the Position: Project Zawadi seeks Board members with:

- diverse perspectives and community connections (especially East African),
- leadership abilities
- expertise or experience in one or more of the following areas:

○ knowledge of Tanzania	○ connections/wealth
○ education	○ current/former program participants
○ non-profit management	○ current/former Mara Region community members
○ financial management	
○ fundraising	

Board terms are three years in length and renewable once before a mandated break of a year. Monthly time commitment is estimated at 2-5 hours depending upon committee work.

Applicants should contact Project Zawadi's Executive Director, Brian Singer, by email at: bsinger@projectzawadi.org.