

Position: Board Member (Volunteer)

Organization 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 ensure Tanzanian children and youth have access to a quality education. This work is carried out via three programs: 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 improving educational quality, safety, and access in our program areas.

- 🏠 Student Sponsorship: The Sponsorship program seeks to address obstacles students face in their education by partnering with students' families, communities, and schools to provide the neediest students with the uniforms and school supplies as well as the non-material support they need to succeed. Over 750 students have been supported through the Sponsorship Program since 2000. Today, there are 300 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 heart of our programming.
- 🏠 Model Schools: The Model Schools program supports the vision each community has of a high-quality educational institution for their children. Working with four pilot government primary schools, Project Zawadi and the communities are pooling knowledge, resources, and personnel to address the needs at each school (including but not limited to: infrastructure, teaching materials, professional development, food and water, student and family support, academic and career counseling needs, and prevention of gender-based violence and corporal punishment).
- 🏠 Tenda Teachers: 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. Teachers in Tanzania face a variety of difficult professional challenges. They are routinely fast-tracked through accelerated training programs. Once placed, they face school conditions like a greater than 50:1 teacher-student ratio and shortages of basic classroom resources. Through Project Zawadi's comprehensive professional development program, teachers gain the tools and skills in high quality teaching practices that empower themselves and their students.

Project Zawadi has a staff of 22 employees (20 based in Tanzania and two 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 13 members.

Explore our website to learn more: 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 board meetings and participate actively:
 - Saturday meetings in February, June, and September from 9 am - 11 am (currently held via Zoom).
 - A full day annual meeting on a Saturday in April from 8:30 am - 3:30 pm (in person; any travel is financed by the Board Member).
 - Holiday meeting and brunch the third Saturday in November from 9 am - 11:30 am (hybrid; but people are encouraged to attend in person).
- Participate in at least one committee which typically meets 5-6 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.

Time Commitment:

Board members become involved at a range of levels:

- The duties and responsibilities listed above are expected of all board members.
- The estimated monthly time commitment for all board members is 2- 5 hours.
- Most members spend additional time outside of meetings on specific projects and initiatives.
- Some members contribute an amount of time comparable to a staff member.

When you join the board, you will discuss skills, interests, and availability with the Executive Director and Board Chair.

Qualifications for the Position:

- community connections (especially in East Africa, Tanzania, and Nyamuswa)
- leadership abilities
- expertise or experience in one or more of the following areas:
 - knowledge of Tanzania
 - education
 - non-profit management
 - financial management
 - fundraising

- personal resources to make significant financial donations, or connection to potential high-level donors
- current/former program participant
- current/former Mara Region community member
- social justice work
- community based work
- Anti-racism and anti-colonialism

Board terms are three years in length and renewable once before a mandated break of a year.

If you are interested, please send an email to Project Zawadi's Executive Director, Brian Singer: bsinger@projectzawadi.org.