

## CONARD HOUSE, INC.

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### NOTICE OF BOARD VACANCY

January 18, 2018

**CONARD HOUSE, INC.**, a private California nonprofit corporation, gives notice that six (6) Director positions on its fifteen member volunteer Board of Directors are vacant.

**OUR MISSION** is to develop resources that help people self-manage mental illness. **Our focus** is on the transformative resources, tangible and intangible, needed in the recovery process by adults living with severe mental illness, concurrent substance disorders, other disabilities and medical conditions. **Our promise** as staff and volunteers is to create welcoming, caring and empowering communities; to foster personal insight into illness and recovery; and to restore hope. We stand with all vulnerable San Franciscans ready to reclaim their mental health and a rightful role in their community – in an informed and accepting society.

**THE ROLE OF OUR BOARD OF DIRECTORS** is to establish and promote the Mission, promote strategic initiatives, create organizational policies, set priorities, raise private funds, authorize our \$12 million operating budget, preserve corporate assets and assure the integrity of services to 1,700 annual clients.

**WE SEEK CANDIDATES** with a primary interest or expertise among the Positions listed below. External consumers of Conard House-like services provided by other organizations are encouraged to apply, pursuant to San Francisco's Non-profit Public Access Ordinance. Past experience on board or committees of nonprofit organization preferred.

***Focus of Position: Development – Marketing & Development***

- Provide leadership as the Co-Chair of the Conard House Marketing and Development Committee.
- Advise and participate in projects and activities of the Board regarding marketing, sponsored events, development and advocacy. Marketing experience welcomed.

***Focus of Position: Development – Fundraising Events***

- Provide leadership as the Co-Chair of the Conard House Marketing and Development Committee.
- Serve as board liaison to the Conard House Gala and Block Party Committees; participate in other projects and activities of the board regarding marketing, development. Event experience welcomed.

***Focus of Position: Programs and Services – Community-Supported Self-Management***

- Participate actively as a member of the Community Supported Self-Management Committee.
- Personal and/or professional experience in mental health and/or substance use disorders and/or primary medical/chronic conditions care welcomed.

***Focus of Position: Housing and Finance – Housing Next***

- Participate actively as a member of the Housing Next Committee or the Finance and Operations Committee.
- Professional experience in housing, real estate, affordable housing finance, banking or financial management.

**THE BOARD'S WORK** is accomplished primarily in its Regular Board and Executive Committee Meetings. Full Board Meetings are usually held on the 3rd Thursday of each month from 6:00 to 8:00 p.m. Other Committees of the Board meet regularly or as needed. Occasionally the Board convenes Special Meetings or Retreats. Attendance at meetings and retreats is an essential obligation of each Director.

**A PROSPECTIVE BOARD CANDIDATE** can be brought to the attention of the Board by providing his or her name, address, phone numbers and relevant background to Richard Heasley, Executive Director, at the address or numbers shown above.

Conard House, Inc. provides services funded by contracts with the San Francisco Department of Public Health - Community Behavioral Health Services and the San Francisco Human Services Agency, fees and rents from residents, grants from foundations and gifts from donors. Conard House strives for cultural competency as a service provider and an equal opportunity employer.