



## Inspiring, empowering, and transforming children's lives through outdoor education

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Exploring New Horizons Outdoor Schools  
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[www.exploringnewhorizons.org](http://www.exploringnewhorizons.org)

### BOARD OF DIRECTORS JOB DESCRIPTION

- POSITION:** ENH Board Member  
We are especially interested in individuals with experience in finance, marketing, legal and green facility management
- TIME COMMITMENT:** Average 5-8 hours per month, with initial 2 year term

#### Organization Summary

Exploring New Horizons ([www.exploringnewhorizons.org](http://www.exploringnewhorizons.org)) is the only environmental education experience for children in the Greater San Francisco Bay Area offering customized residential curriculum in three unique learning environments. Founded in 1979, Exploring New Horizons operates three residential outdoor education facilities in San Mateo and Santa Cruz Counties where students and their teachers live together for a week during the school year.

#### Mission

Exploring New Horizons Outdoor Schools introduces students to the wonders, mysteries, and magic of nature. Our knowledgeable naturalists provide transformative experiences that educate, inspire and empower children to take an active role as guardians of the natural world. We strive to nurture intelligent, active citizens who will work together to create a healthy and sustainable environment and a responsible society.

#### Program Summary

Exploring New Horizons' program provides:

- **Naturalists Inspire:** Our enthusiastic and knowledgeable naturalists inspire a lifelong delight in learning and self-discovery through playful interaction with nature and each other.
- **Curriculum Empowers:** Weaving music, songs and storytelling into our unique and relevant curriculum, our programs empower children through a safe and fun approach to learning and self-discovery.
- **Experience Transforms:** Each of our three distinct residential experiences transforms children through direct contact with the natural, un-plugged world.

Through utilizing three distinct ecosystems: old-growth redwood forests, oak woodlands and meadows and the tidal zones and marshes of the Pescadero region our pedagogical philosophy is that given knowledge on how natural systems works, shown how to work effectively in groups and given positive role models, students will be well positioned to be the next generation of environmental stewards. Our curriculum ties to state science standards and is easily tailored to support students' classroom learning.

#### Financial Summary

Since its inception 30 years ago, Exploring New Horizons has been funded primarily by student tuition. In 2002, The Board took on the development of philanthropic contributions to support student scholarships, making it possible for more diverse schools to attend ENH. We raise approximately \$150,000 annually to support our *Environmental Education for Underserved Students* (EEUS) program. Approximately 30% of attending students receive scholarships. Our annual budget is \$2.1 million.

## **BOARD ROLE**

1. Set policy for the organization.
2. Hire, direct and evaluate the Executive Director.
3. Authorize expenditures and income in the annual budget.
4. Execute strategic plan, annually evaluate and update the organization's Strategic Plan.
5. Assure the organization's compliance with all applicable local, state and federal laws.
6. Ensure the effective future governance through recruitment of new board members.
7. Evaluate the performance of the Board as a whole, as well as individual Board members.

## **BOARD MEMBER RESPONSIBILITIES**

### **1. Attend Board Meetings**

Our board meets four times a year, plus an annual one-day retreat. Meetings are generally held on Saturdays, 10 AM to 1 PM at program sites and other bay area locations. Members should attend at least three of the four annual meetings:

- **Late August:** Review the fiscal year and approve the new budget
- **Mid-November:** General business
- **January:** General business
- **March:** General business
- **Early May:** A Saturday (9-5) retreat (held at a program site) focusing on annual goals.

### **2. Participate on a Committee**

Board work is divided into committees of 3-4 board members and staff. Current committees are: Marketing, Evaluation, Greening, and Strategic Planning. Committees meet in person or by phone approximately once a month.

### **3. Visit a site**

To understand how programs operate, we require that all board members visit one of the 3 sites at least a half day while programs are running.

### **4. Financial Contributions**

Contribute regularly (appropriate to your means) to Exploring New Horizons. Give and/or obtain \$1,000 annually.

### **3. Attend Board-Staff Day**

This informal afternoon event is an opportunity for Board and staff to meet and exchange ideas and goals for the organization. This is generally held in early September during staff training.

### **5. Advocate for Exploring New Horizons among schools, alumni and funders**

### **6. Participate in the solicitations of donations by corporations, foundations and individuals**

### **7. Maintain familiarity with the issues, concerns and trends in the field of outdoor education.**

**For More Information** please contact Exploring New Horizons Executive Director, Tracey Weiss at [tracey@exploringnewhorizons.org](mailto:tracey@exploringnewhorizons.org) or 831-338-3013, or contact ENH's Board President, Rachel Shapiro at [rshapiro@shapiro-firm.com](mailto:rshapiro@shapiro-firm.com) or 415-595-6134. For more information about Exploring New Horizons please visit our website <http://www.exploringnewhorizons.org/>.

*Exploring New Horizons Outdoor Schools does not discriminate on the basis of race, color, national origin, gender, sexual orientation, disability or age in any of its policies, procedures or practices.*