



Board Member Role Description

Museum of Chinese in America (MOCA) – Member of the Board of Directors

History and Mission

The Museum began as a community-based organization founded in 1980 as the New York Chinatown History Project by historian John Kuo Wei Tchen and community resident/activist Charles Lai. It was created to develop a better understanding of our Chinese American history and community and to respond to the concern that the memories and experiences of aging older generations would perish without oral history, photo documentation, research and collecting efforts. Through the years, MOCA has developed into a trusted community anchor and educational resource.

The Museum of Chinese in America (MOCA) is dedicated to preserving and presenting the history, heritage, culture and diverse experiences of people of Chinese descent in the United States. The greatly expanded MOCA at 215 Centre Street is a national home for the precious narratives of diverse Chinese American communities and strives to be a model among interactive museums.

The Museum promotes dialogue and understanding among people of all cultural backgrounds, bringing 160 years of Chinese American history to vivid life through its innovative exhibitions, educational and cultural programs. MOCA welcomes diverse visitors and participants to its broad array of exhibits and programs. MOCA's expansion accommodates its range of visitors which include: New Yorkers, domestic and international visitors, neighborhood residents, students and school groups from local and regional schools.

MOCA's mission is to engage audiences in an ongoing and historical dialogue, in which people of all backgrounds are able to see American history through a critical perspective, to reflect on their own experiences, and to make meaningful connections between: the past and the present, the global and the local, themselves and others.

For more information, please check out MOCA's website at mocanyc.org.

Position

The Board will support the work of MOCA and provide mission-based leadership and strategic governance. While day-to-day operations are led by MOCA's President, the Board-President relationship is a partnership, and the appropriate involvement of the Board is both critical and expected.

Specific Board Member responsibilities include:

Leadership, governance and oversight

- Serving as a **trusted advisor to the President** as s/he develops and implements MOCA's strategic plan
- **Reviewing outcomes and metrics created by MOCA** for evaluating its impact, and regularly measuring its performance and effectiveness using those metrics; reviewing agenda and supporting materials prior to board and committee meetings
- **Approving MOCA's annual budget, audit reports, and material business decisions**; being informed of, and meeting all, legal and fiduciary responsibilities
- Contributing to an **annual performance evaluation of the President**
- Assisting the President and board chair in **identifying and recruiting other Board Members**

- Partnering with the President and other board members to **ensure that board resolutions are carried out**
- **Serving on committees or task forces** and taking on special assignments
- **Representing MOCA to stakeholders**; acting as an ambassador for the organization
- Ensuring MOCA's **commitment to a diverse board and staff** that reflects the communities MOCA serves

Fundraising

MOCA Board Members will consider MOCA a philanthropic priority and make annual gifts that reflect that priority. So that MOCA can credibly solicit contributions from foundations, organizations, and individuals, MOCA expects to have 100 percent of Board Members make an annual contribution that is commensurate with their capacity.

Board terms/participation

MOCA's Board Members will serve a term in alignment with the bylaws and operating practices of the Board. Board meetings will be held at least quarterly and committee meetings will be held in advance of and to inform full board meetings.

Service on MOCA's Board of Directors is without remuneration, except for select administrative support, travel, and accommodation costs in relation to Board Members' duties.

Qualifications

This is an extraordinary opportunity for an individual who is passionate about MOCA's mission and who has a track record of board leadership. Selected Board Members will have achieved leadership stature in business, government, philanthropy, or the nonprofit sector. His/her accomplishments will allow him/her to attract other well-qualified, high-performing Board Members.

Ideal candidates will have the following qualifications:

- Extensive professional experience with significant executive leadership accomplishments in business, government, philanthropy, or the nonprofit sector
- A commitment to and understanding of MOCA's beneficiaries, preferably based on experience
- Savvy diplomatic skills and a natural affinity for cultivating relationships and persuading, convening, facilitating, and building consensus among diverse individuals
- Personal qualities of integrity, credibility, and a passion for improving the lives of MOCA's beneficiaries