

**Job Description: Board Treasurer (Finance Committee Chair)
Our Minds Matter (OMM)**

Position: Board Treasurer

Role Focus: Corporate Finance and/or Financial Management Expertise

Reports to: Board Chair

Commitment: Quarterly Board Meetings (in-person/virtual), Committee Participation, Ongoing Organizational Support

About Our Minds Matter (OMM):

Our Minds Matter (OMM) is working toward a day when no teen dies by suicide. Driven by research and led by teens, OMM clubs create safe, brave spaces where young people build social connections, practice self-care and healthy habits, and offer peer-to-peer mental health support. Originally founded as the Josh Anderson Foundation, we began with five schools in Fairfax County in 2012 and a sole employee: founding Executive Director Lauren Anderson, who named the organization in honor of her brother, Josh, who died by suicide at the age of 17. In the decade-plus since our founding, OMM has grown to become the leading provider of peer-to-peer mental health programming for teens in the DC Metro Area (DMV). We are a majority BIPOC-led organization currently supporting a network of 149 clubs in high schools, middle schools and teen centers nationwide, with the majority located in the DMV.

We are looking for a passionate and experienced professional to join our Board of Directors as Treasurer of the organization and Chair the Finance Committee, to help drive the organization's fiscal sustainability and long-term growth.

Position Overview:

As Treasurer, you will provide strategic oversight and guidance on OMM's financial operations, ensuring sound financial practices and strategy to support the organization's mission. You will lead the Finance Committee and work closely with executive staff, to review budgets, monitor financial performance, and develop strategies to enhance the organization's fiscal health and sustainability.

Key Responsibilities:

1. Programmatic and Fiscal Responsibility:

- Provide leadership in reviewing and adopting financial policies and programs that further OMM's mission.
- Lead the Finance Committee to oversee the creation, approval, and monitoring of the annual budget.
- Ensure financial goals are met by supporting staff in their efforts to manage and allocate resources effectively.

2. Financial Oversight and Expertise:

- Offer expertise in corporate finance, financial planning, and financial management to guide OMM's strategic financial decisions.

- Analyze financial reports and advise on long-term financial strategies, investments, and risk management.
 - Support in maintaining strong financial controls, transparency, and compliance with legal and regulatory requirements.
- 3. Fundraising & Ambassador Role:**
- Assist in fundraising efforts by leveraging your professional network to secure financial contributions, sponsorships, or partnerships that align with OMM's goals.
 - Serve as an ambassador of OMM, promoting its mission and engaging corporate and philanthropic entities to support its programs.
- 4. Board Meeting Participation:**
- Attend and actively participate in all quarterly board meetings, the annual retreat, and additional committee meetings as required.
 - Stay informed on OMM's programs, initiatives, and financial health to contribute meaningfully to board discussions and decision-making.

Qualifications:

- Proven experience in corporate finance, financial planning, accounting, or financial management. A strong understanding of nonprofit financial operation is preferred but not required.
- Demonstrated ability to analyze financial reports, budgets, and forecasts, and to offer strategic financial insights.
- Commitment to OMM's mission of supporting mental health awareness and youth empowerment.
- Experience in nonprofit board service or advisory roles is preferred but not required.
- Strong communication skills and the ability to work collaboratively with board members, staff, and external stakeholders.

Commitment to Diversity, Equity, and Inclusion:

OMM is dedicated to advancing diversity, equity, and inclusion (DEI) within our organization and programming. As a board member, you are expected to support and engage in ongoing learning and action to further DEI in your role.

Application Process:

Interested candidates with a background in corporate finance and/or financial management are encouraged to apply by submitting a resume and a statement of interest to OMM's Board Chair, Andy Davis, at andyfdavis@gmail.com and OMM's Executive Director, Lauren Anderson, at lauren@ourmindsmatter.org.