About Shout Mouse Press

Shout Mouse Press (shoutmousepress.org) is a nonprofit writing and publishing program dedicated to amplifying underheard youth voices. From writing workshops to book publication to public speaking, we support young people (ages 12+) as they tell their own stories and act as agents of change.

SMP authors include Black, Muslim, Latinx, AAPI, immigrant, incarcerated, parenting, and otherwise marginalized youth in Greater Washington, DC. Their original children’s books, novels, comics, memoirs, and poetry collections are inspired by their own lived experiences and engage readers of all backgrounds. Since our founding in 2014 we have produced 50+ books, earned 19 book industry honors, and sold or donated over 100,000 books around the world, with a mission to expand empathy, advance social justice, and increase understanding of underheard perspectives.

Partnerships with other DC-area nonprofits are integral to our model. Significant partners include: Generation Hope, Latin American Youth Center, Beacon House, Free Minds Book Club & Writing Workshop, Next Wave Muslim Initiative, AALEAD, Reach Incorporated, Inspired Child, An Open Book Foundation, PEN/Faulkner Foundation, First Book, and Teaching For Change.

Position description

The Board supports the work of SMP and provides mission-based leadership, development assistance, and strategic governance. While day-to-day operations are led by SMP’s Executive Director (ED), the Board-ED relationship is a partnership, and the appropriate involvement of the Board is both critical and expected.

As we approach our 10-year anniversary in 2024, we have identified three key priorities for our continued growth and will be recruiting board members who are especially passionate about and experienced in supporting us with these initiatives:

1. **Serve as Board Treasurer:** Work with ED and accounting firm on financial reporting, annual audit, and internal control policies. Review financial reports to identify trends and opportunities. Present financial reports during board meetings.

2. **Support book publishing growth:** Advise SMP on revenue generation strategies related to book sales and publishing partnerships. A background in books marketing, publicity, and/or sales would be especially beneficial.

3. **Connect to corporate and philanthropic partners:** Help SMP identify, cultivate, and execute partnerships with corporate and/or philanthropic organizations or individuals that can support our exponential growth. FY23 budget has increased by 50%+ to ~$850K.
Other specific board member responsibilities include:

**Development and fundraising**
So that SMP can credibly solicit contributions from foundations, organizations, and individuals, SMP expects to have all board members make an annual contribution that is commensurate with their capacity. Board members will also actively fundraise to support the program’s operations, including:

- Reaching out to their networks for donations, in-kind resources, and volunteers
- Acting as an ambassador for SMP and sharing SMP’s mission, goals, and outcomes with potential individual, corporate, and foundation funders
- Attending development events and helping to support strong event outcomes

**Leadership, governance, and oversight**

- Serve as trusted advisor to the ED as she develops and implements SMP’s strategic plan
- Regularly measure SMP’s performance and effectiveness using agreed upon outcomes and metrics
- Review agenda and supporting materials prior to board meetings
- Approve SMP’s annual budget, financial reports, and material business decisions; be informed of, and meet all, legal and fiduciary responsibilities
- Assist the board in identifying and recruiting potential board members
- Serve on committees or task forces and take on special assignments and ensure that board resolutions are carried out
- Ensure SMP’s commitment to a diverse board and staff that reflects the communities SMP serves

**Board terms / participation**
SMP’s Board Members will serve a two-year term to be eligible for reappointment for up to two additional terms. Board meetings will be held quarterly, with ~six additional 1-hour single-issue calls a year, monthly between board meetings. Individual or small committee meetings will also be held as needed to support ongoing projects.

**Qualifications**
This is an extraordinary opportunity for an individual who is passionate about SMP’s mission and who has relevant skills and leadership experience. Ideal candidates will have the following qualifications:

- A commitment to social justice and the dismantling of institutional racism
- An understanding of SMP’s communities served, preferably based on shared lived experiences
- Flexibility, availability, and interest in taking a leadership role in the development of a growing community nonprofit
- Expertise in finance, publicity and marketing, strategic planning, donor cultivation, fundraising, and/or event planning
- Strong diplomatic skills and a natural affinity for cultivating relationships and facilitating and building consensus among diverse individuals
- Personal qualities of integrity, follow through, and a passion for improving the lives of SMP’s writers and their communities

For more information, please reach out to Lana Wong, Board Secretary and Recruitment Chair at lana@shoutmousepress.org.