



Board Member Recruitment

Tree Pittsburgh is accepting new board member applications for four-year terms of service to begin in January 2024. Members elected to the board will have the opportunity to participate in supporting Tree Pittsburgh's growth as we carry out the organization's ambitious strategic plan. Our board of directors is charged with the governance of Tree Pittsburgh as well as amplifying its work through volunteering, fundraising, and advocating for opportunities to expand and protect the tree canopy across Allegheny County.

Tree Pittsburgh prefers applicants with a demonstrated interest in the organization's mission, including a passion for environmental justice concerns that impact our region, and who can use their professional skills and connections to create opportunities for the organization.

For this election cycle, we are seeking candidates with professional experience and perspectives in the following areas:

- Donor cultivation and relationships
- Finance or accounting
- Community engagement or advocacy
- Communications or marketing

We encourage and welcome candidates that reflect the representation of the racial, cultural, age, gender, and geographic diversity of the constituents of Tree Pittsburgh work in our region.

Duties of a board member include:

- Developing policies that will guide the Executive Director and staff in operational decisions, budgeting, strategic direction, and volunteer engagement, making sure there is alignment with the mission and vision.
- Taking responsibility to ensure specific goals of the strategic plan are implemented and accomplished.
- Committing to a personal fundraising goal for each year of service. This goal can be achieved in a variety of ways: via personal donation, recruiting financial sponsors for events, direct cultivation of new donors, and obtaining in-kind donations or services.

The expected time commitment for board members includes:

- A 90-minute board meeting on the fourth Tuesday of every other month (6 meetings total)
- Participation in a full-day annual board retreat.
- Assistance with donor identification and cultivation activities. (Occurs from time to time; no fixed time commitment.)
- Involvement in one committee (of the board member's choice) averaging 2 hours every other month. (6 meetings total)
- Attending at least 2-3 Tree Pittsburgh events and programs throughout the year including the annual Arbor Aid Celebration.

- Participation in other periodic strategic planning, board self-evaluation and development workshops, and other education events that enhance skills as a board member.
- Completion of full-day Tree Tender Certification

Board application process:

September 2023 - Applications accepted for seats on the board of directors. Applications requested on or before September 29, 2023.

October 2023 – Tree Pittsburgh’s Board Development committee will contact applicants regarding status, and to schedule and conduct interviews as applicable.

November 2023 – Board Development committee develops recommendations and Tree Pittsburgh Board votes on board candidates.

January 23, 2024 - Newly elected board members attend first official board meeting.

Quarter 1 of 2024 - Annual board retreat (date to be determined)

To apply for a board position, please send us a cover letter and resume to jobs@treepittsburgh.org and include your last name and Board Member in the subject line (eg: Smith_Board Member).

Or mail a hard copy of each to:

Tree Pittsburgh, 32 62nd Street, Pittsburgh, PA 15201