



FREEDOM FROM SEXUAL VIOLENCE

Dear Prospective Board Member:

Thank you for your interest in serving on the Board of the Colorado Coalition Against Sexual Assault (CCASA)! Enclosed you will find information regarding CCASA's services and the role of a Board member. We hope you will find this information interesting and informative as you explore a Board member opportunity with CCASA.

CCASA's Board is committed to an inclusive, yet selective recruitment process. Our goal is to create a Board comprised of a diverse group of committed individuals. We seek candidates for whom examining the root causes of sexual violence and its intersections with other forms of oppression is a core value. We hope to bring together Board members from across the professional spectrum to engage in meaningful anti-oppression work centered on CCASA's mission of providing justice and healing for survivors of sexual assault. We look for candidates who can demonstrate reliability, open-mindedness, and an ability to engage in conversation about challenging issues while also attending to the organization's governance.

If CCASA's board sounds like a good fit for you, then we invite you to submit an application to join our team. The application and interview process can take 8-12 weeks (depending on scheduling). Since CCASA is a membership organization, we have a requirement that both the Board and Membership approve candidates. Below is the process and timeline most applicants follow:

1. Interested candidates complete the enclosed application and return it to the CCASA office via email ([director@ccasa.org](mailto:director@ccasa.org)), fax (303-839-0019), or mail at PO Box 40350, Denver, CO 80204.
2. The Board reviews your application and a representative contacts you for a phone interview. The purpose of the phone interview is to get to know you and your interest in CCASA, explain the role of a Board member, share expectations on diversity, equity, and inclusivity work, and answer any questions you may have.
3. If your application continues past the phone interview, a member of the Board and the Executive Director schedule an in-person interview with you.
4. At the next scheduled Board meeting, the Board either (a) votes to make a recommendation to the CCASA Membership that you be elected to the Board or (b) I contact you to let you know about other CCASA volunteer opportunities that may be a better fit for you.
5. If the Board recommends you for a position, CCASA Membership receives a ballot via email and it generally takes 10-14 days to complete the online election.
6. Once the membership voting is complete, I notify you of the decision and assuming you are elected; you are invited to attend the next scheduled Board meeting.

Please feel free to contact me with any questions you may have about this process or about the Board in general. On behalf of the CCASA Staff and Board, thank you again for your interest in supporting the important work we do!

Sincerely,

Alison McCarthy  
Board Chairperson  
[boardchair@ccasa.org](mailto:boardchair@ccasa.org)



## CCASA Mission, Vision, & Values

### Mission Statement

The Colorado Coalition Against Sexual Assault (CCASA) is a membership organization promoting safety, justice, and healing for survivors while working toward the elimination of sexual violence.

### Vision Statement

CCASA envisions Colorado communities that believe and support survivors, hold perpetrators accountable, and take action to end sexual violence.

### Core Values

**Anti-oppression, social justice, and social change** – CCASA recognizes that sexual violence and oppression are intricately linked and is committed to grappling with the complexities of societal power and privilege in order to create inclusive policy and practices.

**Survivor focus** – CCASA is devoted to listening to survivor experiences and keeping their needs paramount in all aspects of our organizational work.

**Collaboration and community engagement** – CCASA is committed to creating a culture of collaboration with members, communities, and stakeholders across Colorado. We believe that our mission is best accomplished through a process that prioritizes diverse community input, participation, and partnership.

**Advocacy and education** – CCASA believes that in order to create a society free from sexual violence, we must advocate for survivors and educate our communities on the detrimental effects of sexual assault and the most effective ways to prevent violence.

**Safety and freedom** – CCASA is dedicated to providing leadership and resources for member programs and other sexual assault service providers in order to ensure that victims and survivors are safe, empowered, and able to move through the healing process.

**Offender accountability** – CCASA believes that in order to protect community and victim safety, as well as prevent future victimization, we must place responsibility for this crime solely on offenders. CCASA recognizes that sexual violence is never the fault of a survivor. Offender accountability includes the commitment to manage offenders in our communities according to policies that reflect current, comprehensive research regarding effectiveness.

**Ethical practices** – CCASA strives to ensure that all organizational policies and practices reflect transparency, responsibility, and integrity. We also believe that ethical communication is critical to achieving our mission.

### **Our Definition of Justice**

CCASA recognizes that justice has a unique meaning for each survivor of sexual assault. We believe that it is an ever-changing concept that needs ongoing conversation in order to be fair, honest, and respectful. It must ensure community accountability as well as protect survivors' rights. In order to achieve justice, we must examine the root causes of oppression, provide opportunities for survivors to use their voice, and move toward empowerment, equality, safety, and healing.



## CCASA Inclusiveness Case Statement

Striving for inclusiveness is at the foundation of CCASA's work toward cultivating Colorado communities that believe and support survivors, hold perpetrators accountable, and take action to end sexual violence. We recognize that sexual violence and oppression are intricately linked and that some individuals and communities have been historically excluded from the anti-sexual assault movement. CCASA is committed to nurturing an organizational culture that continually examines the root causes of oppression, grapples with the complexities of societal power and privilege, prioritizes collaboration, and creates opportunities for all survivors to give voice to their experience.

As part of creating a diverse and inclusive coalition, CCASA promotes open and honest communication, the ability to recognize personal biases, and the willingness to address them proactively. We are also intentional in our efforts to recruit diverse board, staff, members, and donors and cultivate an organizational environment that is genuine, safe, welcoming, and values each person's contributions.

CCASA's goal is for these commitments to be tangible through every interaction with us and in every aspect of the organization. It is by reaching for this goal that CCASA lives our mission and one day realizes our vision.

## CCASA Programs & Services

### TRAINING AND TECHNICAL ASSISTANCE

CCASA offers regular training opportunities, including:

- CCASA Webinars
- Colorado Advocacy in Action Conference
- Annual Campus Meeting
- Colorado SART Institute

CCASA also provides individualized training and technical assistance on a wide range of topics related to sexual violence.

### PUBLICATIONS

CCASA publishes brochures, handbooks, guides, factsheets, and other resources, including:

- Toward Healing & Justice: A Handbook for Survivors of Sexual Assault\*
- Understanding Unwanted Sexual Experiences\* (brochure)
- What Happened? Alcohol, Drugs & Sexual Violence\* (brochure)
- Your Reporting Options: For Victims of Unwanted Sexual Experience\* (brochure)
- Sexual Assault Reporting Options: Guidelines for Response
- Sexual Assault Advocacy and Crisis Line Training Guide
- Survivor Stories: A Training Video for Professionals Serving Survivors of Sexual Assault
- CCASA Teen Toolkit: Resources Regarding Consent, Confidentiality, Access, and Service Provision for Victims of Sexual Violence Who Are Minors
- Forensic Compliance in Colorado: An Examination of System Response to Sexual Assault

*\*available in English and Spanish*

## SYSTEMS ADVOCACY

CCASA staff participate on range of statewide groups in order to ensure that sexual assault victims' and advocates' needs, as well as best practices for serving victims and preventing sexual violence, are considered in the development of policies and practices, including:

- Colorado Human Trafficking Council, Colorado Department of Public Safety, Division of Criminal Justice, Office for Victims Programs
- Colorado SANE/SAFE Project Advisory Committee, UCHHealth's Memorial Hospital
- Colorado Sex Offender Management Board, Colorado Department of Public Safety, Division of Criminal Justice, Office for Victims Programs
- Crime Victim Services Funding Advisory Board, Colorado Department of Public Safety, Division of Criminal Justice, Office for Victims Programs
- Domestic Violence Program Funding Advisory Committee, Colorado Department of Human Services, Office of Children, Youth & Families
- Ending Violence Against Women Project Advisory Committee, Colorado District Attorneys' Council
- Sexual Violence Prevention Program Advisory Committee, Colorado Department of Public Health and Environment, Violence and Injury Prevention-Mental Health Promotion Branch

## PUBLIC POLICY ADVOCACY

CCASA works to ensure that state and federal legislation supports survivors of sexual violence, provides adequate funding for sexual assault service providers, holds offenders accountable, and strives to end sexual violence in our communities. This process includes drafting, reviewing and lobbying for legislation and policy that encourages system change. The Policy Committee helps inform CCASA's policy agenda and work.

## COLORADO LATIN@ LEADERSHIP NETWORK

The goal of the Colorado Latin@ Leadership Network (CLLN) is to enhance the professional skills of individual Latin@ advocates in the anti-violence against women field. The CLLN is designed to provide interactive, distance learning and in-person, comprehensive training. Participants will develop and enhance leadership and management skills to enable them to take on and succeed in leadership roles in their organizations and in the field.

## OTHER COMMITTEES AND GROUPS

CCASA coordinates the following committees and groups to support our and our members' work:

### **Anti-Oppression Advisory Committee**

The AOC helps to inform and guide CCASA's anti-oppression work internally with board and staff, and externally through our programs and services. The AOC meets at least once a quarter via web/phone or in-person meetings, with additional meetings or work as needed. CCASA members from diverse backgrounds/experiences, who are actively involved with CCASA and are familiar with our work, can apply to participate on the AOC.

### **Aspiring White Allies Group**

CCASA members and partners who want to grow in their ally-ship to address racism and its intersection with sexual violence and other forms of oppression can participate on the AWAG through monthly web/phone or in-person meetings in order to learn, develop skills, and work to hold themselves, each other, and our communities accountable.

### **Communities of Color Alliance**

CCASA members and partners who identify as a person of color and who want to create community, raise awareness, and promote practices and policies that recognize the intersections of race, sexual violence, and other forms of oppression are invited to join CCASA's efforts to increase and sustain leadership opportunities within communities of color. Those interested and committed to change can participate on the CoCA through monthly web/phone or in-person meetings.

### **Forensic Compliance Team**

CCASA and the Office for Victims Programs in the Colorado Division of Criminal Justice co-chair the Forensic Compliance Team (FCT), which is a statewide, multidisciplinary group that works to ensure victim-centered implementation of Colorado's forensic compliance laws as well as address related sexual assault policy issues, as they arise.

### **Fundraising Committee**

The Fundraising Committee helps to plan and implement activities to raise awareness of CCASA in the community as well as to increase financial support for our work.



FREEDOM FROM SEXUAL VIOLENCE

# 2016 ANNUAL REPORT



## Greetings from the Board and Executive Director

### OUR MISSION:

The Colorado Coalition Against Sexual Assault (CCASA) is a membership organization promoting safety, justice, and healing for survivors while working toward the elimination of sexual violence.

OUR VISION is for Colorado communities to believe and support survivors, hold perpetrators accountable, and take action to end sexual violence.

2016 was a year of continued progress in our journey to further grow and expand the scope of our services to members and communities in Colorado. Over the past couple of years we worked through a number of changes, including staff and board transitions. With our new team in place, we embarked on a strategic planning effort to assess CCASA's path forward. As part of this process, we engaged key stakeholders in a full day strategic planning workshop where we strengthened CCASA's commitment to broaden our reach to underserved communities throughout the state of Colorado.

In line with our mission, vision, and values, we continued to provide our core services and enhanced our efforts to reach out to key stakeholders to ensure that CCASA is well positioned to create value for our members in an ever evolving landscape. For example, we conducted site visits with members programs throughout the state and hosted a caucus for stand-alone sexual assault programs to deepen our understanding of their unique challenges.

We are grateful for the support of our members, partners, survivors, funders, and donors as we continue to promote safety, justice, and healing for survivors while working toward the elimination of sexual violence.

- Sabine Bendenoun, Board Chairperson & Brie Franklin, Executive Director

## 2016 Highlights

- Worked with partners to pass legislation that **extended the statute of limitation for felony sexual assault of an adult** from 10 to 20 years, and **closed a loophole for children aged 15-17**.
- Supported legislation to treat the **trafficking of children as child abuse**.
- Engaged a broad group of stakeholders to develop recommendations for appropriate criminal justice responses to **teen sexting**.
- Launched the **Colorado Latin@ Leadership Network**, which provides training and support to Latin@ Advocates in order to strengthen services for Latin@ survivors of sexual assault.
- Continued to partner with the **Colorado Sexual Assault Response Project** at the Division of Criminal Justice to provide ongoing expert consultation to Sexual Assault Response Teams.
- Participated on **statewide groups** to ensure that the needs of survivors and our members are represented, including the:
  - Crime Victim Services Funding Advisory Board, Colorado Division of Criminal Justice
  - Sexual Violence Prevention Program Advisory Board, Colorado Department of Public Health & Environment
  - Domestic Violence Program Funding Advisory Committee, Colorado Department of Human Services
  - Colorado SANE/SAFE Advisory Board
  - Colorado Sex Offender Management Board
  - Colorado Human Trafficking Council
  - Ending Violence Against Women Program Advisory Board, Colorado District Attorneys' Council
- Co-hosted the **5th annual Colorado Advocacy in Action Conference** with almost 300 participants from every region of Colorado as well as other states.
- Provided **training** to over 900 professionals in order to help ensure a consistent, comprehensive, and survivor-centered response to sexual violence, including hosting the **Annual Campus Meeting and Sexual Assault Response Team Institute**.
- Fulfilled almost 100 requests for **technical assistance**.
- Published and distributed over 6,300 copies of **resource materials** in English and Spanish.

### CCASA 2016 Financial Statement\*

#### Support & Revenue: \$428,040

Government grants and contracts \$388,016 (91%)  
Donations \$26,343 (6%)  
Membership dues \$8,938 (2%)  
Program services & other \$4,743 (1%)

#### Expenses: \$428,517

Program services \$342,197 (80%)  
Administration \$73,246 (17%)  
Fundraising \$13,074 (3%)

#### Change in Net Assets: -\$477

\*Independently audited



# Thank you to the following individuals and organizations for sharing our vision in 2016 through CCASA membership and/or contributions:

1-800-GOT-JUNK?  
1st Judicial District Attorney's Office  
9th Judicial District SART  
11th Judicial District Attorney's Office  
18th Judicial District Attorney's Office  
Adams County Sheriff's Office, Victim Services Unit  
Adoption Options  
Adrian Mathews  
Address Confidentiality Program  
Advocate Safehouse Project  
Advocates Against Battering & Abuse  
Advocates Crisis Support Services  
Advocates Building Peaceful Communities  
Advocates of Lake County  
Advocates for a Violence-Free Community  
Advocates for Victims of Assault  
Agilutions Consulting  
Alexa Priddy  
Alison McCarthy  
Alissa & Steve Sims  
Alliance Against Domestic Abuse  
Allyson Garcia  
Ami Garry  
Amy Miller  
Amy Pohl (In honor of all survivors)  
Ana Balzar  
Ana Ornelas  
Andrea Putman  
Andrea Thyrring  
Angela Bear  
Anne Byrne  
Anne Schneck  
Anneliese Steel  
Arc of Weld County  
Ashley & Clayton Campbell  
Ashley & Steven Rogers  
Ashley Vigil  
Aurora Police Department  
Autumn Williams  
Besty Kalkstein  
The Blue Bench  
Blue Sky Bridge  
Brian Kingcade  
Bright Future Foundation for Eagle County  
Brighton/Commerce City, Victim Services unit  
Bruce & Sarah Allen  
Bryce & Lori Allen  
Cameron Miller & Bertina Minjares  
Candace Smith  
Carlos Ojeda  
CDHS - Domestic Violence Program Staff  
Circuit Rider of Colorado  
Claire Elliot  
Clare Felletter  
Clear Creek County Advocates  
Colorado Department of Law  
Colorado Department of Public Health & Environment, Sexual Violence Prevention Program  
Colorado Division of Criminal Justice  
Colorado School of Mines

Community First Foundation  
Crowning Akasha  
CSU Fort Collins - Women & Gender Advocacy Center  
CSU Pueblo  
CU Boulder - Office of Victim Assistance  
Darla Stuart  
David Ware  
Deaf Overcoming Violence through Empowerment (DOVE)  
Debora Ogan  
Debra Baty  
Denver Sexual Assault Interagency Council  
Denver VALE Board / 2nd Judicial District Attorney's Office  
DigitalGlobe  
Domestic Safety Resource Center  
Eagle County Sheriff's Office  
Elise Jones  
Ellen & Brigg Franklin (In memory of Eugenia Webb)  
Ellen Stein Wallace  
Emily Seecombe  
Emily Toffe Nestaval  
Erin Groce  
Erin Jemison & Joel Moore  
Family Crisis Services, Inc.  
Federal Heights Police Department, Victim Services Unit  
Finding Our Voices  
The Frank A. O'Neil Family Foundation  
Front Range Community College  
Gael Gossage  
Gilpin County Victim Services  
Grams (In honor of Joseph Pohl)  
Hanako Bailey  
Hilltop Community Resources, Inc. / Latimer House  
Hispanic Affairs Project  
Holly Barrett  
Impact Personal Safety of Colorado  
Intellitac College  
Irene Saley  
James Allen  
Jana's Campaign  
Jean G. McAllister  
Jeffery Smith  
Jennifer Eyl & Maggie Martin-Eyl  
Jennifer Stith  
Jenny Ann Santos  
Jensen Public Affairs  
Jessica Frazier  
Jessica Ladd-Weber & Christian Weber  
Jill Nore  
Jillian Pratzner  
Joan Richardson  
Joe & Jean Solis  
John Nalezny  
Jon & Nancy Larson  
Joseph G. McCarthy (In honor of Alison McCarthy)  
Joyce Aubrey  
Juano  
Judy Koken  
Judy Page  
Karmen Carter  
Katherine M. McCormick Charitable Fund  
Katherine Patterson  
Kathie Deschaine  
Kathryn Hill Collins  
Katie Croft  
Katie Koch  
Katie McDaniel  
Katie Schmalzel  
Kay Livingston Ash  
Keith Fessenden  
Kelly Fournier  
Kelsey McElroy  
Kerry & Wanda Thompson  
Kevin Ford  
Kidpower of Colorado  
Kim Spicer  
Kind Pain Management  
Kit Carson County Victim Assistance Program  
Kristin Bantle  
Kristina Sand  
Kristine Ives  
Kylie Mallory-Halter  
Lauren McCain & Rich Reading  
Leanna Stoufer  
Legend Title Company  
Leonel Jr.  
Leslie  
Linda Reinstein Kaplan  
Lindsay Murdoch  
Lisa Hayes Saling  
Lisa Ingarfield  
Lisa Parker  
Lisa Rafferty  
Lisa Thompson  
Liz Romer  
Lizet  
Longmont Ending Violence Initiative  
Lorena Garcia  
Lorraine & Bill Eyl  
Luann Wasinger  
Mac Hawley (In honor of Lucke Green)  
Madeline Manfre  
Marj Burrowes  
Mary & Robert Kreigshauser  
Mary Friedrichs  
The McWhinnie Family  
Megan Fossinger  
Megs  
Melanie King  
Meredith Long  
Metropolitan State University of Denver  
Mikel Hottendorf  
Moms Fight Back  
NEVER a Victim!  
Nicolette Watson  
Pamela Olton  
Pamela Russell  
Park County Sheriff's Office, Victim Services Program  
Patricia Gavelda  
The Phoenix Center at Auraria  
Project Hope of Gunnison Valley  
Pueblo Rape Crisis Services  
Randall Cherry  
Randall Fons

Raymond Martin  
Regis University - Office of Counseling & Personal Development Response  
Rise Above Violence (formerly Archuleta County Victim Assistance Program)  
Rocky Mountain Children's Law Center  
Rocky Mountain Victim Law Center  
Sabine Bendenoun  
San Luis Valley Immigrant Resource Center  
Sandra Beheiry  
Sarah Garrity  
Sarah Shepherd  
Sasha Hutchings  
Savanna Cooper  
Scott Downes  
Scott Dunbar  
Scott & Lily Maddux  
Sexual Assault Response Advocates (SARA), Inc.  
Sexual Assault Support Services (SASO)  
Sexual Assault Victim Advocate (SAVA) Center  
Shaayestah Merchant & Pawan Lakshmanan  
Shannon Carbone  
Sierra Shaffer  
South Denver SANE Program, Centura Health  
St. Anthony Summit Medical Center, Forensic Nurse Examiner Program  
Stacey Simmons  
Stephanie Campion  
Sterling Correctional Facility Employee Council  
The Stevens Family (In honor of Max)  
Sue Ann Glusenkamp (In honor of Sarah Shepherd)  
Susan Anderson  
Suzanne Karrer  
T & P Vieceili  
Taylor Gonda  
Teaching Humane Existence  
TESSA  
There's Hope in Healing  
Tina Hageman  
Trish & Mike De Fries  
Tu Casa, Inc.  
Tyler Crichton  
UNC - Prevention Education & Advocacy Center  
University of Denver - Center for Advocacy, Prevention, & Empowerment  
U.S. Attorney's Office, District of Colorado  
U.S. Department of Health & Human Services, Administration for Children & Families, Region 8 (Denver)  
Victim Outreach Incorporated  
Washington County Sheriff's Office  
Western Slope Against Trafficking  
Western Slope Center for Children  
Whitney Heaton  
WINGS Foundation, Inc.



FREEDOM FROM SEXUAL VIOLENCE

**BRIE FRANKLIN**  
Executive Director  
brie@ccasa.org  
303-839-0029

**JOSH KEEHNE**  
Training & Technical Assistance Coordinator  
josh@ccasa.org  
720-728-8380

## STAFF

**NETA MELTZER**  
Communications & Development Coordinator  
neta@ccasa.org  
720-330-8922

**AGUEDA MORGAN**  
Director of Programs  
agueda@ccasa.org  
303-625-9565

**RAANA SIMMONS**  
Director of Policy  
raana@ccasa.org  
303-625-9564

## BOARD OF DIRECTORS

Sabine Bendenoun,  
Chairperson  
Alison McCarthy, Vice  
Chairperson/Secretary  
Kristin Bantle, Treasurer  
Tina Hageman  
Karen Moldovan  
Angela Sillas-Green

1330 Fox Street Suite 2 Denver, CO 80204 | PO Box 40350 Denver, CO 80204 | p. 303.839.9999 | www.ccasa.org





## **Board Member Job Description**

Office: Board Member

Term: 2 Years

The Colorado Coalition Against Sexual Assault (CCASA) Board of Directors is charged with exercising three key legal duties: The Duty of Care, The Duty of Loyalty, and The Duty of Obedience. Please see attached document for a description of each duty. In addition to these legal duties, Board Members have the following roles and responsibilities:

### **Advancing the Organization's Mission**

As a CCASA Board Member, you:

- Hold the ultimate responsibility for ensuring that CCASA is achieving its charitable mission and using charitable resources according to legal and ethical requirements.
- Are expected to promote CCASA's programs and services across the state and among constituencies.
- Are expected to maintain a working knowledge of CCASA's activities and programs.
- Are expected to make an effort to attend community awareness events related to sexual violence.
- Will actively participate in an annual strategic planning process to set goals for achieving the organization's vision, mission, and purpose.
- Will ensure that the appropriate organizational structures are in place to support the mission and strategic plan; this includes by-laws, policies, and committees.

### **Stewardship**

As a CCASA Board Member, you will:

- Ensure that you understand your legal obligations and ethical duties to the organization, including the duties of care, loyalty and obedience. See Attachment.
- Provide proper financial oversight by assisting in the development of an annual budget, approving the budget, assuring that proper financial controls are in place, and regular reviewing spending and organizational accounts. This includes reviewing and understanding the organization's financial statements on a monthly basis.

- Ask questions about the organization's financial statements, financial management practices, and organization activities when you believe that you need more information to make sound decisions on behalf of the organization.
- Review the organization's audit on an annual basis.
- Select, evaluate, and support the Executive Director.
- Recruit and train Board Members.
- Assess Board performance.
- Understand and adhere to the organization's conflict of interest and confidentiality policies.

## **Fundraising**

Each Board Member is required to ensure that adequate financial resources are available by:

- Assisting in the development of, and providing final approval for, an annual fundraising plan.
- Attending a majority of the organization's fundraising events, including all statewide events and regional events in your respective area.
- Personally supporting organizational fundraising activities in at least two ways per year.
- Making a personally significant annual financial gift to the organization.

➤ *Please review the CCASA Fundraising Responsibilities for more information about fundraising.*

## **Participation**

Board Members are expected to:

- Attend at least 75% of Board meetings (9 meetings per year) and other important Board-related meetings. Absence from 3 consecutive meetings may result in immediate removal from the Board.
- Volunteer for, and willingly accept assignments and complete them thoroughly and on time.
- Serve as a member of at least one standing committee and one work group.
- Stay informed about Board matters, be well prepared for meetings, review and comment on minutes and reports.
- Get to know other Board Members and build a collegial working relationship that contributes to effective governance.
- Become an active participant in the Board's annual evaluation and planning efforts.
- Serve in a volunteer capacity when necessary. When serving as a volunteer, board authority is not held and the Executive Director has authority over all volunteer activities.

At the beginning of an official term of office as a board member of CCASA, we ask that each new member be subject to a four-month probationary or trial period to ensure the position is the best fit for both CCASA and the board member.



## BOARD MEMBER AGREEMENT

As a board member of CCASA I am fully committed to the mission and will act in good faith with other board members, staff and volunteers as partners toward achievement of our goals. I understand that my responsibilities include:

1. I will join CCASA if I am not already an individual member or included in an agency membership.
2. I agree to a four-month probationary or trial period at the beginning of my board term to ensure the position is the best fit for both me and CCASA.
3. I will be fiscally responsible to this organization. I will know what our budget is and will take an active part in reviewing, approving and monitoring financial policies, procedures and programs.
4. I will participate in establishing and overseeing the organization's policies, procedures and programs.
5. I will act in accordance with organizational bylaws and operating principles and understand that I am morally responsible for the health and well being of the organization.
6. I will act in the best interest of the organization and excuse myself from discussions and votes where I have a conflict of interest.
7. I will stay informed about what is going on in the organization and will ask questions and request information. I will participate in and take responsibility for making decisions.
8. I will give, what is for me, a substantial annual financial donation to the organization.
9. I will actively participate in fundraising activities best suited for me. I agree to do my best to help raise as much money as I can.
10. I will attend a minimum of 2 CCASA events each year in order to better understand the organization's programs (e.g., legislative hearings, SAAM events, regional meetings, annual conference).
11. I will act as a spokesperson for the organization and actively promote our work and value in the community.
12. I will prepare for and attend at least 75% of board meetings, be available for phone consultation and serve on at least one committee or task force.
13. If I am not able to meet my obligations, I will offer my resignation.

In signing this document, I understand that if I do not fulfill these commitments, I will expect the Board Chair to contact me to discuss my duties and responsibilities.

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Board Member

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Board Chair

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Date

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Date



### **CCASA Micro-Aggression Pledge**

#### **Definitions:**

Micro-aggressions are everyday verbal and nonverbal exchanges that communicate negative messages to individuals who are members of a marginalized group. These denigrating messages generally happen below the level of awareness by members of the dominant culture, and they are considered to be different from overt acts of bigotry, because the individuals perpetrating micro-aggressions generally do not intend harm or offense and may not even realize they are perpetrating a micro aggression.

Micro-aggressions can be statements that in some way affirm stereotypes about marginalized populations; demean, express discomfort or disapproval with minority groups; presume that all marginalized individuals are the same; minimize the existence of discrimination; seek to deny the dominant culture's bias; position the dominant culture as normal and the marginalized culture as aberrant, to name a few.

These negative messages are a reflection of the ways in which the dynamics of oppression and privilege are still present in our society, and they are a manifestation of oppressive worldviews that create, foster and enforce marginalization. In order to create a culture of inclusivity and support a society free from oppression, identifying, confronting and responding in a non-defensive manner to acts of micro-aggression is crucial to creating a safe space for all members of society.

#### **Pledge:**

As a CCASA Board Member, I \_\_\_\_\_ acknowledge the importance of identifying and responding in a non-defensive manner to acts of micro-aggression in order to create a safe and inclusive environment for all members of the CCASA community.

By making this pledge, I understand that micro-aggressions are a reflection of the dynamics of oppression and privilege in our society and they reinforce different forms of discrimination based on race, ethnicity, gender identity and expression,

socio-economic status, dis/ability, sexual orientation, and age, to name a few. I also acknowledge that the process of addressing micro-aggressions is inherently a difficult and challenging conversation to engage in, however, in order to challenge larger systems of oppression in an effort to change them, we must create the space for these “messy” conversations to occur so we can learn and grow from them.

When I witness a micro-aggression, I pledge to appropriately and respectfully intervene. If called out on a micro-aggression, I pledge to respond in a non-defensive manner. To appropriately respond, I will:

- 1) focus on the event, not the person
- 2) approach everyone with respect and kindness
- 3) use the four components of non-violent communication: 1) observation, 2) feeling, 3) needs, 4) request
- 4) ask for clarification to determine intent
- 5) once intention is determined, impact will be acknowledged. Good intent does not negate the negative impact a micro aggression can have and we agree to take responsibility for our impact on members of marginalized groups regardless of our intent.



PO Box 40350  
Denver, CO 80204  
303.839.9999 phone | 303.839.0019 fax

## BOARD MEMBER APPLICATION

Name	_____	Phone #'s	_____	Day
Address	_____		_____	Evening
	_____		_____	Cell
Email	_____		_____	Fax

Brief Biography (please feel free to attach a résumé as well):

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Please list memberships in other organizations:

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Please list Boards or Committees you serve on, or have served on:

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References - please list two

_____	_____
_____	_____

How were you referred to CCASA?

_____ Friend	_____ News Article
_____ Board Member	_____ Other (Please Specify) _____

Please explain why you are interested in CCASA:

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Please describe any previous experience in the sexual assault field or in a similar area:

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Please share your thoughts around how you think sexual violence might be connected to issues like poverty, racism, homophobia, etc.?

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How do you feel CCASA would benefit from your involvement on the Board?

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Are there any groups, businesses, or organizations to which you could serve as a liaison on behalf of CCASA?

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Please describe your comfort level with fundraising:

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How many hours are you willing to give each month? (other than monthly Board meetings)\_\_\_\_\_

**Please explain your experience or expertise in the following areas:**

Board Recruitment & Development

Strategic Planning

Fundraising

Finance Management – Budgeting and Accounting



Human Resources (personnel standards, recruitment, selection, & retention)

Public Relations (public speaking, publicity, liaison with other agencies)

Information Technology

Marketing

Volunteer Recruitment & Development

Special Events (planning & implementation)

Legal Expertise

Grant Writing & Resource Development

Personal Interests/Hobbies

Fluent in languages other than English

Other?

Could you regularly attend monthly board meetings? ☐ yes ☐ no

Could you actively participate on committees and work groups? ☐ yes ☐ no

Would you contribute financial support to CCASA? ☐ yes ☐ no

Would you participate in raising funds for CCASA? ☐ yes ☐ no

Would you participate in recruiting new members for CCASA? ☐ yes ☐ no

Would you attend an orientation for new board members? ☐ yes ☐ no

\_\_\_\_\_  
Signature

\_\_\_\_\_  
Date