PEATC is seeking interested persons who are willing to serve in a governance capacity of the Parent Educational Advocacy Training Center (PEATC). Established in 1978, PEATC, a 501 (c) (3) non-profit agency serves all families across the Commonwealth of Virginia building positive futures for Virginia's children by working collaboratively with families, schools and communities in order to improve opportunities for excellence in education and success in school and community life. Our special focus is families who have children with disabilities.

Parents of school aged children with disabilities are especially encouraged to serve to guide the direction of the organization ensuring the diverse interests of families across the Commonwealth are addressed in the annual plan. Directors’ primary duties are to assume responsibility for fiduciary oversight and governance and are bound by their legal obligations: the duties of care, loyalty, and obedience.

Directors are expected to attend quarterly meetings via phone or in person, attend one annual meeting, and to serve on one of four sub-committees, Development, Executive, Nominating, and Personnel and Finance.

**Development Committee**

The purpose of this committee is to make recommendations to the Board regarding fund development. Duties include: setting annual fundraising goals, identifying avenues for generating revenue, conducting and overseeing implementation of fundraising efforts, and evaluating the success of fundraising efforts. Membership in this committee is open to all Board members.

**Executive Committee**

The Executive Committee is comprised of the officers of the Board and only meets when the Board is required to vote on an issue between the quarterly board meetings. This committee is chaired by the Board President. Notification of any vote taken by the Executive Committee will be communicated in writing to all Board members and, if three or more members of the Board object to the decision made by the Executive Committee, the Board President will call for a special meeting of the entire Board to decide the issue. The Executive Committee is responsible for an annual review of the Chief Executive Officer.
Nominating Committee

The Nominating Committee is responsible for the recruitment and development of candidates for positions as Board members and officers. Duties include: studying the composition of the Board and PEATC's needs to establish criteria for member candidates, reviewing procedure for Board recruitment once a year, and conducting an orientation for new members of the Board. This committee is comprised of three to five members. The Board President will be a committee member, but may not be the chair; the Executive Director is a non-voting member; the other committee members will be nominated and voted upon at the regular third-quarter meeting of the year.

Personnel & Finance Committee

The Personnel and Finance Committee shall make recommendations to the Board on issues related to personnel and the organizational budget. Duties include: review of PEATC financials, review and submission of an annual operating budget to the Board, and a review of personnel policies.

Interested persons should send a resume or bio, and a short cover letter outlining why you would like to serve on the PEATC Board, what special skills, talents, or resources you bring to the Board, which geographic region you represent, and what you hope to accomplish as a Board member to:

Cathy Healy, CEO
healy@peatc.org
PEATC
100 N. Washington Street Suite 234
Falls Church, VA 22046
800-869-6782

As an equal opportunity employer, PEATC believes that equal opportunity for all employees is important for the continuing success of our organization. In accordance with state and federal law, PEATC’s employment decisions and practices will not be influenced or affected by race, color, creed, religion, national origin, ancestry, citizenship, sex, marital status, veteran status, disability, age or any other characteristic protected by law.