



Board of Directors Opportunity

Shalem Invites Applications for Board Membership!

Mission: The Shalem Institute for Spiritual Formation (“Shalem”) nurtures contemplative living and leadership rooted in Christian spirituality, honoring and incorporating wisdom from other contemplative traditions.

Title: Member, Shalem Board of Directors

Purpose: To serve as a voting member of the Board with the authority and responsibility to develop policies, oversee the affairs of Shalem, and ensure its effective governance while practicing *deep listening*. The Board of Directors’ central commitment is to deep listening and contemplative practice as Shalem, with this focus, aims to work toward a more just world. The Board is charged with ensuring that Shalem complies with its mission in a contemplative and financially responsible manner.

Term: Three years (with limit of up to two consecutive terms)

Meeting Attendance:

- Board Meetings (average of 6 annually, though potentially more in times of transition or other need)
- Standing Committee Meetings (average of 6-10 times per year)
- Ad Hoc Committee (as appointed and scheduled)
- Special Events (as announced)

Personal Attributes:

- Commitment to a relationship with the Divine and a listening practice that fosters that relationship for oneself and in the world.
- An interest in the programs, activities, objectives, and communities of Shalem.
- High standing among colleagues within their field of business or profession.
- Commitment to prayer, care, justice, and peace.
- Understanding and respect for the viewpoints of others.
- The willingness to state one’s convictions and equally the willingness to accept the majority decision when in conflict with one’s own stand.

Responsibilities and Powers of the Board:

- Establish, approve, and update policies for advancing Shalem’s mission and administering its work.
- Employ, evaluate, and partner with the Executive Director.
- Monitor the financial affairs in a responsible manner in accordance with established policies.
- Conduct long range planning and set direction for Shalem, in partnership with executive leadership.

Specific Duties of a Board Member

- Attend board and committee meetings regularly and on time, prepared to discern, make constructive suggestions, and help the Board make effective decisions in the best interests of Shalem.
- Attend meetings of the standing committee to which appointed and engage in its work to completion.
- Become a financial supporter of Shalem at a “stretching” level.
- Represent Shalem at community events and other engagements.
- Be informed of Shalem’s programs and policies.
- Understand and represent the needs of constituents.
- Honor commitments to the Board and organization, while embodying Shalem’s values.
- Other duties as needed and assigned.

To Apply: Please send letter of interest with supporting documents (e.g. resume, CV) to Shalem Board Development Committee at BDC@shalem.org .