



GIVE.

ADVOCATE.

VOLUNTEER.

DONATE.

## UNITED WAY OF SOUTH SARASOTA COUNTY

**Dear Women United® Member,**

United Way's Women United® was created as a way to engage, empower and educate local women interested in strengthening their community through fundraising, volunteering, networking, and learning opportunities.

This is a group of accomplished women dedicated to helping United Way of South Sarasota County improve the lives of UWSSC's most vulnerable residents. Women United's mission is to build and foster a powerful, passionate network of women who create impactful change in our community through the focused investment of their time, talent and resources.

United Way's Women United® strives to:

- Educate women about our community's most pressing needs.
- Engage women as philanthropic leaders and active community investors.
- Empower women to be a part of positive change in our community.

Thank you for your willingness to serve. Your efforts will have a great impact in our community for those who are in need.

In Service of South Sarasota County,

**Mel Thomas, Women United® Chair**



**Mel Thomas**  
Women United® Chair  
North Port EDC  
Economic Development Manager



**Sandra Di Pentima**  
Women United® Vice Chair  
5/3 Bank Officer  
Financial Manager



**Barbara Cruz**  
Women United® Member  
President/CEO  
United Way South Sarasota County



**From C.A.R.E.S. to Caring  
EVICTION PREVENTION**

# WOMEN UNITED® LEADERSHIP COUNCIL OF UNITED WAY OF SOUTH SARASOTA COUNTY,

## INC. LEADERSHIP COUNCIL CHARTER

The Women United® Leadership Council (the “Council”) is a group composed of female professionals from area businesses and partner agencies who seek to network while giving back to their community through UWSSC.

To be eligible for membership, an individual must be female and have signed and agreed to the terms outlined in our Leadership Council Commitment Agreement.

The Women United® Leadership Council is the governing body of the Council. The Council is also a sub-committee of United Way’s VP of Strategic Growth and Communications.



**Mission:** To inspire and enable positive change in our community through philanthropy, volunteerism and advocacy.

**Purpose:** With the assistance and direction of United Way’s staff and Board of Directors, the Leadership Council will act to attract, enlighten and engage female professionals and community members for United Way by creating a passionate network of women who create impactful change in our community through the focused investment of their time, talent and resources. The Leadership Council will also help to find and develop future leaders for United Way. In addition, the Leadership Council performs such other functions as it deems necessary in conjunction with United Way to fulfill its purpose.

**Duties:** The Leadership Council is responsible for increasing the membership of the Women United® group, and developing educational, community service, networking, and professional development opportunities for it’s members consistent with United Way’s goals and strategic direction.

**The Leadership Council is responsible for:** Encouraging members of Women United to act as a fundraising arm of UWSSC to generate revenue to increase the power of collaborative giving to fund human services programs and targeted impact initiatives.

Work with members to establish revenue generating events and micro-events throughout the year.

Be an active leader in recruiting like-minded professional women to join our cause.

Be an advocate for United Way in public and private venues.

**Composition of the Leadership Council and its Officers:** The Leadership Council is composed of no more than fifteen individuals who are active and participating members of the Women United® group.

The Leadership Council shall have a Chair and Vice-Chair. Both the Chair and Vice-Chair shall serve a two-year term and are eligible for an additional one-year term upon vote of a majority of the members of the Leadership Council. Neither the Chair nor Vice-Chair shall be eligible to serve more than three years in the same office. However, the Vice-Chair may succeed the Chair upon vote of a majority of the members of the Leadership Council. Leadership Council members shall serve for two year terms but are eligible for up to six one year reappointments upon approval of the majority of the members of the Leadership Council. Time served as Chair or Vice Chair does not count towards the term limit.

Leadership Council members are prohibited from missing more than three committee meetings per year. A member of the Leadership Council (including the Chair and Vice-Chair) may be removed with or without cause by a majority vote of the members of Leadership Council, including but not limited to, for failing to meet attendance requirements and for any other cause which brings disrepute or embarrassment to the Council, or United Way. Any member of the Leadership Council may resign by providing written resignation to the Chair or Vice-Chair. All vacancies in the Leadership Council may be filled by majority vote of the members of the Leadership Council and the successor in office shall hold office for the unexpired term of his or her predecessor and, upon expiration, is eligible for reappointment for a full term upon a majority vote of the members of the Leadership Council.

## **WOMEN UNITED® LEADERSHIP COUNCIL ROLES AND RESPONSIBILITIES Chair Responsibilities:**

- Presides over meetings
- Primary spokesperson
- Ensures structure for recruiting and acclimating new Leadership Council members
- Ensures structure for fundraising and financial growth and sustainability
- Delegates tasks to sub-committees



### **Vice Chair Responsibilities:**

- Acts as chair in chairperson's absence
- Works with sub-committee heads to ensure their roles and responsibilities are being fulfilled.
- Ensures structure for recruiting and acclimating new Leadership Council members.
- Ensures structure for fundraising and financial growth and sustainability.

### **Recruitment/Membership Director Responsibilities:**

- Member vetting.
- Managing member paperwork.
- Managing a master membership list.
- Conduct recruitment orientations.

### **Marketing & Messaging Director Responsibilities:**

- Create and implement marketing strategies for recruitment, branding, messaging.
- Maintain all Social Media Channels.
- Help promote all member fundraising events.

### **Special Events Director Responsibilities:**

- Maintain a master calendar for all Women United events, and meetings.
- Maintain a master calendar of community events to help avoid scheduling conflicts.
- Conduct fundraising orientations with new members, reviewing third party fundraising guidelines.

### **Program/Education Director Responsibilities:**

- Conduct United Way Orientations and review ALICE population information.
- Develop Women United focus areas and program offerings for young girls such as body image workshop, social media etiquette etc.
- Development of community data surveys to guide program focus areas.
- Development of our mentor programs for young women philanthropists and workforce development for the ALICE population.
- Continual program refinement and defining the needs in our community.

### **Volunteer Director Responsibilities:**

- Staffing volunteers for events and other program and volunteer opportunities.
- Tracking volunteer hours.

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**Women United® Leadership Council Commitment:**

- Make a personal financial commitment of \$500 annually. This can be paid monthly, quarterly, or annually.
- Attend a minimum of three (3) Women United fundraising events per year.
- Miss no more than three (3) Leadership Council meetings per year.
- Attend a minimum of two (2) quarterly general membership meetings for Women United.
- Recruit a minimum of four (4) new members annually.
- Promote Women United events to personal and professional networks and through Social media channels and social media networks.
- Represent UWSSC and Women United in our community. Serve as a spokesperson/liaison for Women United within your workplace, industry and personal networks.
- Provide ongoing feedback on ways to improve and expand Women United.
- Leadership Council members commits to a term of 2-years.
- Host one fundraising event or micro-event that raises \$1,000 or more following UWSSC third party guidelines.
- Avoid conflicts of interest. Please read and sign attached conflict of interest form and give to the Membership and Recruitment Director.

**Women United® Impact Member Commitment:**

- Make a personal financial commitment of \$250 annually. This can be paid monthly, quarterly, or annually.
- Attend a minimum of three (3) Women United fundraising events per year.
- Attend a minimum of two (2) quarterly general membership meetings for Women United.
- Recruit a minimum of two (2) new members annually.
- Promote Women United events to personal and professional networks and through Social media channels and social media networks.
- Represent UWSSC and Women United in our community. Serve as a spokesperson/liaison for Women United within your workplace, industry and personal networks.
- Provide ongoing feedback on ways to improve and expand Women United.
- Host one fundraising event or micro-event that raises \$500 or more following UWSSC third party guidelines.
- Avoid conflicts of interest. Please read and sign attached conflict of interest form and give to the Membership and Recruitment Director.

**Meetings:** The Leadership Council shall meet as often as its members deem necessary to perform its duties, but no less than once per month. The Leadership Council may meet in person or electronically and at such times and places as the Leadership Council shall determine. UWSSC Staff member(s) shall attend all meetings of the Leadership Council

**Quorum:** One-third of the members of the Leadership Council shall constitute a quorum. An affirmative vote of a majority of the members present at a meeting at which a quorum is present shall be the act of the Leadership Council. No voting by proxy shall be permitted. However, members of the Leadership Council may, upon approval by the Chair, appear electronically and will be counted for purposes of a quorum. If a meeting is convened at which a quorum is not obtained, the Chair may adjourn the meeting until a quorum can be obtained, without the need to send a new notice of the meeting if the adjourned meeting occurs within 24 hours of the originally scheduled meeting. Any action taken by the Leadership Council at a meeting where a quorum is not obtained may be ratified at any subsequent meeting at which a quorum is present. The effective date of any such action subsequently ratified shall relate back to the date of the original action taken when a quorum was not obtained. If a particular matter brought to the Leadership Council presents an actual or potential conflict of interest for a Council member, that member is required to recuse herself from Council deliberations on this matter.

**Rules:** All meetings shall be conducted in accordance with the latest edition of Roberts' Rules of Order. Amendment to Committee Charter. This Leadership Council shall periodically, and at least annually, review the adequacy of this Charter and recommend any changes to its chair and to United Way for approval.

Date of adoption: April 7, 2021

Effective date: April 7, 2021



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## Women United Membership Agreement

**Please complete this form and return to Erin Lilly, UWSSC's VP of Strategic Growth and Communications at, [development@uwssc.com](mailto:development@uwssc.com).**

- Make a personal financial commitment of dues annually. This can be paid monthly, quarterly, or annually.
- Attend a minimum of three (3) Women United fundraising events per year.
- Attend a minimum of two (2) quarterly general membership meetings for Women United.
- Recruit ~~your~~ minimum of new members annually.
- Promote Women United events to personal and professional networks and through Social media channels and social media networks.
- Represent UWSSC and Women United in our community. Serve as a spokesperson/liaison for Women United within your workplace, industry and personal networks.
- Provide ongoing feedback on ways to improve and expand Women United.
- Host one fundraising event or micro-event that raises \$1,000 or more following UWSSC third party guidelines.
- Avoid conflicts of interest. Please read and sign attached conflict of interest form and give to the Membership and Recruitment Director.

**Member Name:** \_\_\_\_\_

**Signature:** \_\_\_\_\_ **Date:** \_\_\_\_\_

Organizational and professional affiliations and titles respectively (if desired for listing):

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Former organizational and professional affiliations (if desire for listing):

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## MEMBERSHIP DUES AND MEMBER INFORMATION

Please complete and return this form to Gwen Schafer, UWSSC Office Administrator at [office@uwssc.com](mailto:office@uwssc.com) or call 941-484-4811 for any questions.



Full Name: \_\_\_\_\_  
Address: \_\_\_\_\_  
City: \_\_\_\_\_ State: \_\_\_\_\_ Zip: \_\_\_\_\_  
Phone Number: \_\_\_\_\_ Email: \_\_\_\_\_

### How you would like to make your annual dues payment(s)?

\_\_\_\_\_ I prefer to pay annually (\$500, one time payment - (Leadership Council) or \$250 (Impact Member)

\_\_\_\_\_ I prefer to pay quarterly (\$125 (Leadership Council) or \$62.50 (Impact Member) - four payments)

\_\_\_\_\_ I prefer to pay monthly (\$50 (Leadership Council) or \$25 (Impact Member) - 10 monthly payments)

Method of Payment: \_\_\_\_ Cash \_\_\_\_ Check \_\_\_\_ Credit Card \_\_\_\_ Online

**For Online payments: Go to [uwssc.org/women-united-membership](http://uwssc.org/women-united-membership) and complete the transaction form.** If payment was made online please indicate the date of payment:

\_\_\_\_\_

### Paying by Credit Card:

Card Number: \_\_\_\_\_ Expiration Date: \_\_\_\_\_

CVV # on back of the card \_\_\_\_\_

Billing Address (if different from above): \_\_\_\_\_

City \_\_\_\_\_ State \_\_\_\_\_ Zip \_\_\_\_\_

\_\_\_\_\_  
Signature authorizing above payment on credit card

**Paying by check, please make checks payable to: United Way South Sarasota County and mail to:**

157 South Havana Road, Venice, FL 34292

Or contact Gwen Schaffer, UWSSC Office Administrator to pay by phone, 941.484.4811 or email her at [office@uwssc.com](mailto:office@uwssc.com).

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### **WOMEN UNITED® - Conflict of Interest Statement:**

Upon joining Women United® UWSSC I will make a full, written disclosure of interests, relationships, and holdings that could potentially result in a conflict of interest. This written disclosure will be kept on file and I will update it as appropriate.- Conflict of Interest Policy

Conflict of Interest Statement:

Upon joining Women United® UWSSC I will make a full, written disclosure of interests, relationships, and holdings that could potentially result in a conflict of interest. This written disclosure will be kept on file and I will update it as appropriate.

Printed Name: \_\_\_\_\_

Signature: \_\_\_\_\_

Date: \_\_\_\_\_



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UNITED WAY OF SOUTH SARASOTA COUNTY

UWSSC primarily focuses on funding programs that support the **ALICE** population within three core areas:  
**Health, Education and Financial Stability.**

## MISSION

United Way of South Sarasota County improves lives by mobilizing the caring power of the collective communities of: Venice, Englewood, North Port, Laurel, Nokomis, and Osprey to fund local programs that help fight for healthcare, education, and financial stability for members of our community.

## VISION

A community united where all residents have equal opportunities for success.

## COMMUNITY IMPACT

The modern United Way of South Sarasota County (UWSSC) provides leadership in creating innovative strategies that address the needs of our community, and through impact initiatives and community collaborations we jump start solutions to those needs in the following areas:

- Health & Well Being of Adults and Children with Special Needs
- Strengthening Individuals, Families & Children
- Crisis Intervention for Children & Adults
- Assisting the Elderly

## VALUES

Values are the fundamental beliefs that help guide our organization.

### • INTEGRITY

With transparency our actions will always support our mission.

### • STEWARDSHIP

The careful and responsible management of donor funds, volunteer time, and resources.

### • DIVERSITY, EQUITY & INCLUSION

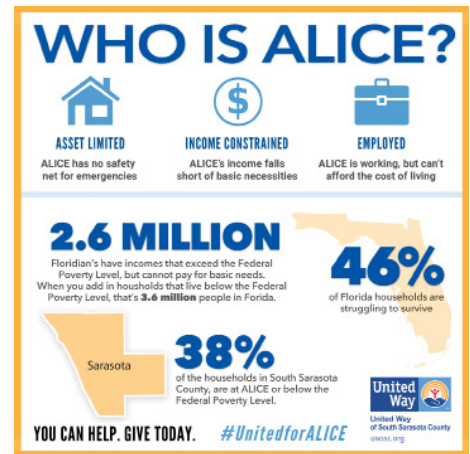
Making diversity, equity, and inclusion central to our mission, increases philanthropy and has greater impact.

### • INNOVATION

Continual development of creative strategies that will adapt to the changing needs of our community.

### • COLLABORATION

Applying trust, respect, willingness, empowerment, and effective communication in building relationships with our community partners and business community to make a greater impact.





# MODERN UNITED WAY BLUEPRINT

## South Sarasota County

Venice, North Port, Englewood, Nokomis, Laurel, Osprey

**LEAD WITH A GROWTH MINDSET**

**MODEL DIVERSITY, EQUITY AND INCLUSION**



**BEST IN CLASS > FUNDRAISING > CONTENT > DIGITAL EXPERIENCES > VOLUNTEER OPPORTUNITIES**

**LEVERAGE PEOPLE, PROCESS AND TECHNOLOGY**

**EFFECTIVELY LEARN BY USING DATA**

### **A MODERN UNITED WAY:**

- Reflects the community in philosophy, policy and participation.
- Is insight and data driven - not how we think it is; how we know it is.
- Offers unparalleled service, solutions, content and engagement.
- Leads with a growth mindset leveraging team talent in conjunction with technology to empower our organization.
- Continues to embrace the power of collective fundraising to increase the impact of any gift large or small.

**UNITED WAY OF SOUTH SARASOTA COUNTY**

157 S. Havana Road, Venice, FL 34293

**941-484-4811 • [www.uwssc.org](http://www.uwssc.org)**