

BOARD RECRUITMENT MATRIX

This matrix can be adapted to assist your organization's recruitment efforts by assessing your current board composition and identifying opportunities to diversify and/or expand your board.

Every organization is different. Use the table below to help distinguish the skills and strengths you need from board members depending on your organization's stage of development, community served, and other circumstances.

In considering board building, an organization is legally obligated to follow its bylaws, which may include specific criteria on board size, structure, and composition. Keep in mind that your organization's bylaws may need to be updated to incorporate and acknowledge changes in the environment and community that have made board structure changes necessary or desirable.

| AREAS OF EXPERTISE/LEADERSHIP QUALITIES | NUMBER OF CURRENT MEMBERS | NUMBER OF PROSPECTIVE MEMBERS |
|---|---------------------------|-------------------------------|
| Administration/Management | | |
| Early-stage organizations/start-ups | | |
| Financial oversight | | |
| Fundraising | | |
| Government | | |
| Investment management | | |
| Law | | |
| Leadership skills/motivator | | |
| Marketing, public relations | | |
| Human resources | | |
| Strategic planning | | |
| Physical plant (architect, engineer) | | |
| Real estate | | |
| Understanding of community needs | | |
| Technology | | |
| Other | | |

| RESOURCES | | |
|--|--|--|
| Money to give | | |
| Access to money | | |
| Access to other resources (foundations, corporate support) | | |
| Availability for active participation (solicitation visits, grant writing) | | |

Continued ►

Source: [The Board Building Cycle: Nine Steps to Finding, Recruiting, and Engaging Nonprofit Board Members](#)

| COMMUNITY CONNECTIONS | NUMBER OF CURRENT MEMBERS | NUMBER OF PROSPECTIVE MEMBERS |
|-------------------------|---------------------------|-------------------------------|
| Religious organizations | | |
| Corporate | | |
| Education | | |
| Media | | |
| Political | | |
| Philanthropy | | |
| Small business | | |
| Social services | | |
| Other | | |

| PERSONAL STYLE | | |
|-------------------|--|--|
| Consensus builder | | |
| Good communicator | | |
| Strategist | | |
| Team member | | |
| Visionary | | |

| AGE | | |
|----------|--|--|
| Under 18 | | |
| 19 – 34 | | |
| 35 – 50 | | |
| 51 – 65 | | |
| Over 65 | | |

| GENDER | | |
|--------|--|--|
| Male | | |
| Female | | |

| RACE/ETHNICITY | | |
|------------------------|--|--|
| African American/Black | | |
| Asian/Pacific Islander | | |
| Caucasian | | |
| Hispanic/Latino | | |
| Native American/Indian | | |
| Other | | |