

Kachemak Bay Family Planning Clinic Board of Directors Position Profile



The Organization

Kachemak Bay Family Planning Clinic is a 501 (c)(3) organization committed to providing broad access to reproductive health care, wellness services, and education in a supportive and empowering environment. Located in Homer, Alaska, Kachemak Bay Family Planning Clinic serves communities across the southern Kenai Peninsula that are diverse in culture and religion, many only accessible by boat or plane. KBFPC has provided confidential, trauma-informed clinical and educational services for adults and teens of all genders, backgrounds, and income levels since 1983. With an annual budget of \$900,000, eight dedicated full-time and seven part-time staff passionately pursue KBFPC's mission to ensure accessible reproductive health care services, information, and education are available to everyone. KBFPC is the only Title X-funded organization in the state, enabling it to be accessible to all regardless of income or insurance. The clinic serves 500-1,000 patients each year.

Kachemak Bay Family Planning Clinic is known for its welcoming, comfortable feel, no doubt partly due to its surrounding community and residential location, but also because the organization integrates its core beliefs into service delivery: health care should reflect respect for the dignity, worth, confidentiality, autonomy, and individuality of each human being; preventative health is the first priority; individuals have an active part in their health care; and health is to be considered a state of complete physical, mental and social well-being and not merely the absence of disease.

Services and Program

- Clinic: Provides high-quality, low cost reproductive healthcare to all genders and families. Some services are available on a sliding-fee scale. Services include: annual wellness exams, birth control consulting, pregnancy tests, STI testing and treatment, low cost vasectomies and reproductive health counseling.
 - R.E.C (Resource and Enrichment Co-op) Room: Provides teens ages 12-18 with a safe space and inviting environment to engage in positive youth development activities supporting healthy relationships and choices. Participants also have access to art instruction, educational programming, and youth development staff to help connect them with local resources.
 - School-based Reproductive Health and Sex Education: KBFPC is the only organization providing sex and reproductive health education in area schools within the southern Kenai Peninsula, reaching nearly 400 unduplicated 6th-12th grade students in ten schools. Trained high school-age peer educators teach resilience-informed sexual health and wellness lessons in tandem with adult facilitators.
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Overview and additional information

KBFPC has a board of directors made up of dedicated volunteers who provide financial oversight, supervise the CEO, and plan the long-term direction of the agency. For people who are dedicated to fighting for reproductive healthcare for all and advocating for positive youth development activities and reproductive health education, joining the KBFPC Board is a great way to get involved. You can gain leadership experience and commit your time and energy to helping grow this organization.

Commitment to Equity

KBFPC does not discriminate against any individual based on any non-merit factor, and is committed to an equitable collaborative space where everyone is treated as a respected and valued member of the team. We actively seek to build and maintain a diverse staff and board with regard to race, culture, ethnicity, class, religion, physical ability, age, gender, and sexual orientation.

As an organization working in solidarity with the reproductive justice movement, KBFPC is committed to fostering the leadership and elevating the voices of women, young people, people of color, Native people, immigrants and refugees, low-income people, LGBTQ+, and transgender, gender non-conforming, and non-binary people, people who have had abortions, people with disabilities, young parents, people who were formerly imprisoned, people who have received funding for reproductive healthcare, and people living in the many intersections of these experiences. We encourage people from these communities to apply.

Commitment to Confidentiality

KBFPC takes confidentiality as the utmost importance. For full disclosure of the KBFPC confidentiality policy please see this document: [Confidentiality Contract](#)

Location

We do have a physical meeting space, however during the COVID-19 pandemic, we meet by zoom or use a hybrid model that allows for some in-person participation. The times we have met in person during COVID-19, we have been masked and socially distanced.

Currently our meetings are majority participated remotely, either by phone or digital meeting software.

We are open (and excited!) to have board members from anywhere in our service area.

If technology to access these meetings is a barrier, please apply regardless and we will do our best to accommodate you.

About the Board

Our board is primarily a governing board. We do have board work via the committees of each member that they volunteer for. The amount of time spent on KBFPC work will fluctuate depending on what is going on with the organization at any given time. Board meetings occur once a month, currently on the third Tuesday of each month.

We also have a yearly annual meeting, which is mandatory for all board members. This year's meeting is in August. Board members will also be required to attend a one day retreat, typically on a weekend, tentatively scheduled for May 2022 but will be officially determined by board members schedule. Currently our board meetings are held the 3rd Tuesday of every month from 5:30pm-7:00pm.

COVID-19

By January 4, 2022, all current KBFPC staff, any new staff and board members joining the agency must be fully vaccinated prior to rendering services for KBFPC.

Submission of proof of vaccination is required to the CEO unless there has been approval for exemption. HIPPA regulations will be followed, and data will be stored in a secure location for compliance purposes. CEO will verify vaccination status by one of the following methods:

- o CDC COVID-19 Vaccination Record Card or photo of the card
- o Documentation of vaccination from a healthcare provider
- o Electronic health record
- o State immunization information system record

Any discrepancies in proof of vaccination will be mediated by the CEO and the Medical Director. Those who cannot produce proof of vaccination or for whom vaccination status is unknown will be considered unvaccinated until documentation can be obtained.

A full COVID-19 Vaccination policy is available at request for applicants that proceed to onboarding.

Age Requirements:

Per Alaska state requirements: Those joining the board must be at least 19 years of age and there is no residency requirement. Individuals under 19 years of age may participate in board committees.

Expected Contribution of Board Member:

We ask for an initial commitment of one year, with terms affirming in July at our annual meeting.

Every year prior to the annual meeting, we ask board members who have completed the initial term of 1 years to renew their commitment for an additional year, or to communicate plans for their departure from the board. There is currently no term limit.

- Weekly (1-2 hrs) :

- Follow through on all tasks committed to at meetings
- Respond to communication from board members, staff, volunteers, and donors

- Monthly (3-5 hrs):

- Attend and engage in all scheduled board meetings and assigned events
- Review agenda and board documents provided prior to board meetings
- Stay informed regarding the activities and business operations of the KBFPC
- Participate in any selected workgroups or committees

- Bi-annually/Annually

- Attend scheduled trainings and onboardings

- Participate in fundraising efforts

- As needed

- Participate in any decision-making process that arises between board meetings, including special board meetings.
- Attend trainings, coalition meetings, speaking engagements, conferences, networking opportunities, and other reproductive and social justice movement events

Instructions for application

Applications for KBFPC board of directors are open from February 5- March 11th.

If this deadline poses a barrier, or you would like to apply via another method, please contact us at Board@kbfpc.org and we will do our best to work with you.

Please fill out

https://docs.google.com/forms/d/e/1FAIpQLSeemI111bWzGJpR0QVMo-nkn3WVoNLhAHjuz_FuM97GgLRGhA/viewform?usp=sf_link

The questions on the google form can be requested by emailing Board@kbfpc.org

We hope to conduct interviews by End of March and have Candidates selected by April and attend the April board meeting.