



# MISSISSIPPI BALANCE OF STATE CONTINUUM OF CARE

## JOB DESCRIPTION

### MEMBER OF THE CoC GOVERNING COUNCIL

#### VISION

No one should be homeless—everyone needs a safe, stable place to call home.

#### PRINCIPLES

The principles of the Balance of State are to:

- Prioritize vulnerable populations,
- promote justice for all vulnerable populations,
- use data-driven assessment and accountability
- engage and involve the community
- Strengthen system capacity and increase leveraging opportunities

#### POSITION

The MS Balance of State Continuum of Care shall have a Governing Council that consists of representation from the following groups, for a total of fifteen chartered voting members who will be the primary decision making group of the CoC membership:

- Chair of each of the 6 regional coalitions (prefer non-funded agency representation)
- Formerly Homeless person
- ESG subrecipient agency representative
- Mississippi Municipal League representative
- MS Permanent Supportive Housing Council representative
- Veteran's Affairs representative
- Philanthropic/Foundation representative
- MS Department of Mental Health representative
- Executive Director of the Collaborative Applicant agency
- At-Large CoC membership representative

#### LEADERSHIP, GOVERNANCE AND OVERSIGHT

The Members of the Governing Council shall be responsible for the following actions:

- Annually assess needs for housing and homeless services and recommend prioritization of gaps in services to be filled through reallocation of existing resources and/or additional resource development
- Directly make policy and funding decisions related to the following CoC resources:
  - HUD Continuum of Care funds
  - HUD Emergency Solutions Grant funds
- Assist in developing and adopt a plan to end homelessness in Mississippi and associated annual updates
- Approve all portions of the Consolidated Plan and associated Annual Action Plans as specifically

- related to the use of HUD Continuum of Care and Emergency Solutions Grant funds
- Approve the annual HUD Continuum of Care application, including associated strategic plan goals and project ranking
- Direct the scope of work of the Regional Coalitions, including working with the Regional Coalitions Chairs to establish Regional Coalitions meeting agendas
- Establish any associated CoC committees, task forces, or ad hoc work groups, define their membership and generally establish and direct their scopes of work.
- Hire a CoC Coordinator and determine the responsibilities of that position by developing and updating a Job Description annually

## **COUNCIL TERMS/PARTICIPATION**

When the members of the Governing Council are chartered by role (regional coalition chair and CA Executive Director), terms of individual Governing Council members shall be the duration of time in which they continue to hold the role. Governing Council members representing other groups shall hold two-year terms. There is no limit to the number of terms an individual can serve.

Governing Council members must attend membership meetings and committee meetings (if applicable). Membership meetings will be held quarterly (4) times a year and committee meetings will be held in coordination with full board meetings.

## **QUALIFICATIONS**

This is an extraordinary opportunity for an individual who is passionate about MS BoS's mission and who has a track record of board leadership. Selected Governing Council Members will have achieved leadership stature in business, government, philanthropy, or the nonprofit sector. His/her accomplishments will allow him/her to attract other well-qualified, high-performing Board Members.

Ideal candidates will have the following qualifications:

- Extensive professional experience with significant executive leadership accomplishments in business, government, philanthropy, or the nonprofit sector
- A commitment to and understanding of MS BoS's beneficiaries, preferably based on experience
- Savvy diplomatic skills and a natural affinity for cultivating relationships and persuading, convening, facilitating, and building consensus among diverse individuals
- Personal qualities of integrity, credibility, and a passion for improving the lives of MS BoS's beneficiaries

Service on MS BoS's Governing Council is without remuneration, except for administrative support, travel, and accommodation costs in relation to Council Members' duties.

## **FOR MORE INFORMATION**

See the [CoC Governance Charter](#).

MS BoS CoC Website: <http://muteh.org/#/bos-coc>