



13611 E. 104th Ave, Suite 100  
Commerce City, CO 80022  
Tel 720.347.8769 | Fax 855.244.3591  
ReachingHOPE.org

Dear Prospective Board Member:

Thank you for your interest in Reaching HOPE. Everyone at Reaching HOPE is excited to hear of your interest in joining the Board of Directors and helping prevent cruelty of children and support trauma survivors in Colorado!

Included in this packet you will find information about Reaching HOPE and the services the organization provides to trauma survivors, as well as information about the many ways you can get involved with Reaching HOPE. The information provided should have you decide what role may fit your interests best.

After you review the materials in this packet, if you decide you would like to apply for a position on the Board of Directors, it is asked that you complete the application process outlined below.

Complete the enclosed application and return it to Reaching HOPE by email at [JoinOurTeam@reachinghope.org](mailto:JoinOurTeam@reachinghope.org) or by mail at Reaching HOPE, 13611 E 104th Ave, Suite 100, Commerce City, CO 80022.

Reaching HOPE's Board of Directors will review your application, and a representative will contact you for a brief phone interview. The purpose of the interview is to get to know you, learn more about your interest in Reaching HOPE, and answer any questions you may have.

1. Reaching HOPE's Directors, Aubrey Austin and Ambra Born, and a representative from the Board will meet with you in person.
2. The Board of Directors is presented with your application.
3. The Board of Directors invites you to attend a regular board meeting to introduce yourself and meet the rest of the Board. After this introduction, the Board will vote on your election.
4. Reaching HOPE's Directors notify you of the Board's decision. If the Board approves your application, you will be invited to attend the next Board meeting. If your application is not approved, the Directors will discuss other ways you can become involved with Reaching HOPE.

Please feel free to contact me with any questions you have about this process or about Reaching HOPE and the Board of Directors. Thank you again for your interest in supporting the important work Reaching HOPE does!

Best,

Cristy Davis  
Board President

*Healing through  
Outreach,  
Prevention &  
Empowerment*



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### Mission

Reaching HOPE provides compassionate mental health services that support trauma survivors in ending the intergenerational cycle of violence. Reaching HOPE supports children, adults, and families in Healing from interpersonal trauma through Outreach to those currently impacted, Prevention efforts for those at risk, and Empowerment of those making the journey from victim to survivor. Reaching HOPE aspires to protect future generations through empowering today's families to end the cycle of violence and strive for a safe and peaceful community.

### Vision

Reaching HOPE aspires to protect future generations through empowering today's families to end the cycle of violence and strive for a safe and peaceful community.

### Core Values

**Trauma survivors matter most in all that we do:** Trauma survivor's healing and safety are first and foremost in all activities, decisions and actions carried out by the organization. Trauma survivors deserve to find peace through emotional healing, safety through empowerment, and hope through healthy relationships. We believe that each individual has unique strengths that empower them to make the journey from a victim to a survivor. Our work is always survivor-centered, family inclusive, trauma-informed, and empowerment focused.

**We strive to break the cycle of violence:** We are driven by the hope that helping trauma survivors find emotional healing through bolstering healthy and safe attachment relationships, we increase their protective factors and reduce their risk for future victimization. We have a strong passion for long-lasting intergenerational change that helps guide us in promoting change not only within the therapy room, but outside as well with what matters most—our client's lives and support systems.

**Ethical standards of service:** We have the highest ethical standards that guide us in all of our day-to-day operations and interactions. We are an organization with integrity, high standards, and excellent service. We are committed professional and trauma-informed boundaries that create a respectful and safe environment in which clients' personal space, voice, values, decisions, and are respected and empowered. Employees are also critical to achieving this goal; we believe they should be respected and treated as a key aspect of the organization.

**Self-care:** We believe it is important to not only teach, but embody the importance of self-care. Following traumatic events, self-care is critically important to restoring healthy treatment of oneself and the world-view that one deserves such treatment. Our services promote clients' self-value through learning healthy boundaries, creating self-nurturance plans, and increasing help-seeking behaviors from safe family support figures. Similarly, Reaching HOPE staff are encouraged to model and integrate healthy self-care in their work, through use of dedicated work time for self-care activities, strong team unity and support, and a healthy work-life balance with manageable work hours.

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### Reaching HOPE's History

Reaching HOPE was founded in 2010 by psychologists, Dr. Ambra Born and Dr. Aubrey Austin. Drs. Austin and Born were passionate about working with trauma survivors throughout their career and understood that trauma such as child sexual abuse and domestic violence impacts not only the victim, but the entire family as well. As such, the Reaching HOPE co-founders believed that survivors deserved access to high quality mental health services that provide healing for the whole family. Drawing upon the complementary experiences of child trauma expert Dr. Born and adult trauma expert Dr. Austin, the Reaching HOPE trauma recovery model for the entire family was created. It utilizes the healing power of healthy family attachment relationships to recover from trauma, create safety and closeness for families, and prevent future trauma by breaking intergenerational cycles of violence. The Reaching HOPE model combines best practice for individual complex trauma survivors as well as foundational models for family therapy. This unique model allows for each family member to receive their own individual therapy with a separate therapist, with the additional flexibility for family members and their therapists to come together for family sessions to establish safety, build coping skills, process trauma, and enhance resiliency. While Reaching HOPE is based in Commerce City, families come from all across Colorado to participate in this model of therapy to build healthier, stronger relationships, heal from trauma, and move forward with resiliency and safety.

### Reaching HOPE's Goals

1. To increase Reaching HOPE's capacity to reach and serve more trauma survivors and their families to promote healing, safety, and healthy resilience families.
2. To develop Reaching HOPE's Board of Directors and funding structure to be able to retain and increase staff as well as meet the service needs of trauma survivors . The Board of Directors is critical to the governance and programmatic direction of Reaching HOPE. As a small and growing nonprofit, Reaching HOPE recognizes the need to have a diverse funding structure, which will allow us to serve more trauma survivors in Colorado.
3. To increase awareness of Reaching HOPE's unique family system's model of trauma recovery through publicity, program evaluation and publication, and outreach and prevention efforts.

### Reaching HOPE's Services and Programs

#### Trauma Recovery:

Reaching HOPE offers a wide range of trauma recovery services aimed at supporting survivors (and their family members) along their journey to find peace, safety, and hope. Trauma often impacts not only victims, but their family and loved ones as well. Our philosophy is that healthy relationships heal and the best way to recover from trauma is to have the support of your trusted loved ones.

Reaching HOPE offers a unique "family systems" approach aimed at bringing together safe family members in a time of need to support one another in the healing process. It is common for each family member to experience a different reaction when a traumatic event has occurred in the family. Families heal best when each family member has both individual time to work through these unique reactions, and time as a family to work on healing and moving forward together. To accomplish this in an efficient way, Reaching HOPE schedules family members to all come in at the same appointment time to either (a) meet with their individual therapists, (b) meet as a group with the whole family and the whole treatment team (i.e., everyone's individual therapists), or (c) split the time doing a combination of both. Services are tailored to meet your family's changing needs on a weekly basis.

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#### Wellness and Prevention:

Wellness services include individual and family therapy aimed at enhancing personal growth, building healthy relationships, and conquering challenges. Using a strengths-based approach, Reaching HOPE draws on clients' personal strengths to help them find success with their current goals.

The number one protective factor for keeping kids safe from abuse is education! Our prevention services include classes for children, teens, and parents on sexual education, body safety, and healthy relationships. We help equip children and teens with the information they need to stay safe. We also believe it is vitally important for parents to be a part of these conversations too, so we are here to help parents learn how to comfortably talk to their children about these topics as well.

#### Psychological Evaluations:

Exposure to trauma can result in a variety of different symptoms. Trauma can impact everything from physical health, mood, impulses, attention and consciousness, thought patterns, behavioral control, sleep, identity, and relationships/attachment. Due to this wide range of symptoms, trauma reactions are often misdiagnosed. Psychologists at Reaching HOPE are specially trained in distinguishing these symptoms from other problems and evaluating for trauma-related disorders. Reaching HOPE provides three different types of psychological evaluations: Psychological Testing, Mental Health Evaluations, and Veteran Disability Evaluations.

#### Training and Supervision:

Reaching HOPE is committed to the growth of trauma-informed care. We work with students, professionals, and organizations to provide valuable trainings and consultations on trauma-informed care.

Reaching HOPE offers a 1+ year supervised doctoral practicum to students who are in training to become psychologists and are interested in receiving trauma-specific training. Practicum students receive hands-on learning with close and supportive supervision from Reaching HOPE Staff Psychologists. Practicum students get the opportunity work side-by-side with trauma specialists by co-leading family therapy sessions. Practicum students also conduct individual therapy with children, teens, and adults who are impacted by trauma.

Reaching HOPE offers trainings for professionals on a variety of topics related to trauma-integrated care, such as: Domestic Violence Awareness and Prevention, Psychological Responses to Trauma, Complex PTSD in Family Systems, Relationship Violence in Adolescent Families, and Breaking the Parallel Process of Helplessness for Providers.

Psychologists at Reaching HOPE are also available to consult with your organization on how to start integrating trauma-informed care into your agency. Frequently requested consultation topics include: Creating and implementing trauma recovery services, Educating staff on trauma-informed practices, and Addressing and preventing vicarious trauma and burnout.

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### Board of Directors

Mrs. Cristy Davis – Board President

Mrs. Cristy Davis is a former mental health clinician with experience providing services to low-income families, including trauma survivors. She has a passion for nonprofit work and grant writing.

Dr. Cynthia Wright — Vice President

Dr. Cynthia Wright is a dentist and business owner at The Dentists on Pear. She is an entrepreneur and is passionate about supporting the business and leadership development of nonprofits.

Mrs. Niceta Bradburn – Board Member

Mrs. Niceta Bradburn is an Attorney and Counselor at Law with the Harris Law Firm. Her current practice focuses on divorce, parental rights allocation, and child advocacy. She has served as a Guardian Ad Litum and is known for her advocacy for children in the court system.

Dr. Amy Milkavich – Board Member

Dr. Amy Milkavich is a licensed psychologist at Lutheran Spine Center at Denver West. She is experienced in community mental health, health psychology, and integrative care.

Dr. Lisa Bobby – Board Member

Dr. Lisa Bobby is a licensed marriage and family therapist and founder of Growing Self. She is passionate about the helping profession and enhancing healthy relationships.

Dr. Sarah Gillingham – Board Member

Dr. Sarah Gillingham is a licensed psychologist at Health and Human Services. She is experienced and passionate about serving trauma survivors and their families in need.

### Reaching HOPE's Directors and Co-Founders

Dr. Aubrey Austin — Director of Adult Psychological Services

Dr. Aubrey Austin is a licensed psychologist who specializes in treating adult survivors of domestic violence, sexual assault, childhood abuse, and other traumas. Dr. Austin earned her Ph.D. in Counseling Psychology from the University of North Texas, with a specialization in marriage and family issues. Over the past 11 years, Dr. Austin has worked with trauma survivors by providing psychotherapy, serving as a first-responder at emergency rooms providing crisis counseling to those recently victimized, and testifying as an Expert Witness in domestic violence for Colorado courts.

Dr. Ambra Born — Director of Child Psychological Services

Dr. Ambra Born is a clinical psychologist who specializes in working with child, adolescent and family survivors of complex trauma. Ambra received her PsyD in Clinical Psychology, Child and Adolescent Track from The Chicago School of Professional Psychology and has been working with trauma survivors for the past 12 years. She has experience with youth and families from culturally diverse backgrounds and enjoys working closely with foster, adoptive, single, teen, and LGBT parents and families.

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## 2018 Board of Directors Meeting Schedule

May 22, 2018  
June 19, 2018  
July 17, 2018  
August 14, 2018  
September 11, 2018  
October 9, 2018  
November 13, 2018  
December 11, 2018

*All meetings will be held at the Reaching HOPE office:  
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## Reaching HOPE's Desired Board Positions

### *Governance/Board Experience*

Reaching HOPE is seeking a board member who has previous experience serving on non-profit boards of directors and who understands non-profit governance. This board member will ideally have experience with board development and recruitment, as well as have the skill to support and motivate other members to successfully carry out their duties related to organizational planning and oversight. Key qualities this person should bring to the board include passion for prevention of cruelty to children, leadership, contagious energy and an ability to motivate others.

### *Fundraising/Development*

Reaching HOPE is seeking a board member who is committed to expanding and diversifying our funding sources through strategic thinking and leadership. This individual will inspire other board members to engage in fundraising efforts, hold other members accountable for their participation, and act as a mentor and coach to less experienced fundraisers on the Board. Ideally, this board member will have experience doing fundraising and development work for nonprofit organizations.

### *Public Relations/Marketing/Social Media*

Reaching HOPE is seeking a board member with experience and expertise in marketing, social media, public relations, including the use of websites. This board member should have a good understanding of relevant technology, but does not necessarily have to be a technical subject matter expert. This board member should have relationships with people with such knowledge and leverage these connections to help Reaching HOPE develop and carry out a marketing and social media plan.

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## Board Member Job Description and Expectations

### Role of the Board

- Acts as the fiduciary and guardian of the organizational assets
- Reviews and approves Reaching HOPE's program budget
- Establishes short- and long-term goals
- Assesses progress toward goals
- Assumes stewardship responsibility for Reaching HOPE's finances
- Sets policies for the overall management and operation of the agency

### Expectations of Board Members

- Attend regularly scheduled board meetings
- Review agenda and supporting materials prior to meetings
- Participate in committee work
- Become informed about the policies and programs of Reaching HOPE's
- Participate in fundraising activities and special events sponsored by Reaching HOPE'
- Contribute financially according to ability
- Participate in board orientation activities
- Comply with conflict-of-interest and confidentiality policies
- Keep up-to-date on developments in Reaching HOPE's field
- Act as an informed advocate of Reaching HOPE

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## Board Member Commitment Agreement

Reaching HOPE's Board Members are expected to be fully committed to the mission and act in good faith with other board members, staff and volunteers as partners toward achievement of our goals. Please initial next to each item below indicating your agreement to the responsibilities associated with your position as a Board Member for Reaching HOPE.

\_\_\_\_\_ I agree to complete an initial four-month probationary period upon election to the Board of Directors.

\_\_\_\_\_ I agree to attend Board orientation, strategic planning, and other meetings deemed necessary to fulfill my duties and obligations as a member of the Board.

\_\_\_\_\_ I agree to participate in ad-hoc committees, working groups, and projects as needed during my term on the Board.

\_\_\_\_\_ I agree to attend at least 75% of regular Board meetings annually.

\_\_\_\_\_ I agree to make an annual financial contribution that is significant to me to Reaching HOPE on an annual basis.

\_\_\_\_\_ I agree to participate in fundraising activities by attending, promoting, and providing other assistance to ensure the success of fundraising initiatives.

\_\_\_\_\_ I agree to fulfill my one-year term.

\_\_\_\_\_ I agree to be fiscally responsible for the organization and actively participate in the review, approval and monitoring of the budget as an essential function of the Board.

\_\_\_\_\_ I agree to adhere to the bylaws, policies, and procedures set forth by the organization.

\_\_\_\_\_ I agree to act in the best interest of the organization at all times.

\_\_\_\_\_ I agree to actively promote the work and values of Reaching HOPE in the state of Colorado.

\_\_\_\_\_ I agree to submit my resignation if I cannot meet the obligations of the Board responsibilities.

**Your signature below indicates your interest in the Board of Directors for Reaching HOPE.**

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

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## Board Member Fundraising Menu

*...A board that is enthusiastic about fundraising and determined to success virtually guarantees the nonprofit's long-term fiscal health.*

*- Zimmerman Lehman*

### **DONATE**

Each member is responsible for making their own financial contribution to Reaching HOPE annually, to the extent of their capacity. The dollar amount is far less important than the contribution. However, this donation should be a "stretch" gift, meaning you should feel it, regardless of the amount. If you are going to successfully ask others to give, you need to be able to say that you have given yourself. Other funders, particularly foundations and major donors, will not consider making contributions if the board's own giving is less than 100 percent.

***Think about giving even after you are gone. You can make a bequest to Reaching HOPE in your will.***

### **PARTICIPATE**

Each member is responsible for helping to plan, support and attend Reaching HOPE fundraising events. We all have different contributions to make. In some cases we might help with planning. In others we might bring attendees, and in others, like the Colfax Marathon, we might participate in the event itself. All of those roles are necessary and important to successful fundraisers for Reaching HOPE.

### **SOLICIT DONATIONS FROM FAMILY, FRIENDS AND COLLEAGUES**

Most people give because they are asked. Your family, friends and colleagues are most likely to value the same things you do and may give just because you ask or to support your service on the Board of Directors. Personal requests are always best.

- The requests may be made as a part of a campaign in which Reaching HOPE is participating, such as Colorado Gives Day.
- Other requests are more personal in nature, such as asking for donations to Reaching HOPE rather than Birthday or Holiday gifts.
- Another option is a personal matching campaign. Break your donation into multiple amounts and write a check for each amount (if you are giving \$250, write 10 \$25 checks). Send each check to a separate person with a request for them to match it and an envelope that is already stamped and addressed to Reaching HOPE. You can double your donation by doing this.
- Be sure to follow up with anyone who donates, first to thank them, and later to share with them a success story from Reaching HOPE to remind them that their donation mattered to someone specifically.

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## **HOLD YOUR OWN SMALL FUND RAISING EVENT**

Think about planning and hosting your own small fund raising event. The most important thing about these events is that you plan and execute the event personally. The event should require no additional work on the part of staff or other Board members other than possible attendance (although that is not necessary). The people you invite to your own small fundraiser will be people in your personal social circle, often people who would not have contact with Reaching HOPE if you had not organized the event.

- Hold a house party with a \$10 or \$25 entrance fee and a basket by the door. This could be a sit down dinner, wine and hors d'ourves or beer and barbeque. Buy a door prize that the group would value (a gift certificate for running shoes if your friends are running enthusiasts or an expensive bottle of wine if they are wine drinkers). At the end of the evening, the person who made the largest donation gets the door prize.
- If you have friends who play in a band, ask if they will give part of the door one night to Reaching HOPE. Then recruit like crazy for all of your other friends to listen to music or go dancing.
- If you have friends who are artists or crafts men, invite them to hold a sale in your home and ask them to donate a percentage of their sales to Reaching HOPE.
- If you have friends who teach cooking, or golf or yoga, ask them to hold a benefit class for Reaching HOPE, where they donate part of the proceeds of that class to Reaching HOPE. Again, recruit to fill the classes.
- If you have a regular foursome for golf, ask if people would be willing to do a bi-annual or quarterly donation game. Each member of the foursome donates \$50 to a pot and the winner chooses the recipient program. Then practice like crazy so you win.
- Be creative and create your own fund raiser.

## **SOLICIT AN ORGANIZATION FOR A DONATION TO Reaching HOPE**

Think about your employer, your faith based organization or your service organization. Is there a way that your relationship with the organization can be used to solicit a donation for Reaching HOPE?

- If you participate in a faith based group, pitch Reaching HOPE for a fund raising project (some churches split the Sunday collection with a non-profit program once a month).
- If your employer has a giving program for non-profit organizations, submit Reaching HOPE as a possible choice for the program.
- Some employers have matching programs for employees who donate to non-profit programs. Sign up for a program like this if you can, it automatically enhances any donation you can make.
- Some service organizations will identify non-profits to be the recipients of their assistance for a period of time or as a partner over time. Think about pitching Reaching HOPE to your service organization for their support.

***WE ALL HAVE DIFFERENT SKILLS AND ABILITIES AND WE CAN ALL FIND WAYS TO SUPPORT Reaching HOPE'S FUNDRAISING EFFORTS, NO MATTER WHAT OUR PREVIOUS EXPERIENCE OR SKILL LEVEL. THANK YOU, IN ADVANCE, FOR THE FUNDRAISING YOU WILL DO ON BEHALF OF Reaching HOPE WHILE YOU ARE ON THE BOARD AND AFTER.***



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## Board Member Application

<b>Contact Information</b>		<b>Date</b>
Name		
Mailing Address		
City	State	Zip
Home Phone		Cell Phone
Email		
Business/Organization		
Occupation		Title
Brief description of responsibilities		
Business Address		
City	State	Zip
Business Phone	Business Fax	
Business Email		
Please contact me at:	Home	Business
<b>Education and Experience</b>		
Undergraduate Institution	Degree & Major	
Graduate Institution	Degree & Major	
Honors/Awards		
Organization Affiliations (boards and committees on which you currently serve or have served)		

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**Skills and Interests**

What skills, expertise, connections, etc. do you bring to the board to help accomplish Reaching HOPE's mission?

**Areas of Interest (please check all that apply):**

- |   |  |
|---|--|
| <input type="checkbox"/> Finance, Accounting              | <input type="checkbox"/> Education                 |
| <input type="checkbox"/> Personnel, Human Resources       | <input type="checkbox"/> Special Events            |
| <input type="checkbox"/> Administration, Management       | <input type="checkbox"/> Grant Writing             |
| <input type="checkbox"/> Nonprofit Experience             | <input type="checkbox"/> Fundraising               |
| <input type="checkbox"/> Governance                       | <input type="checkbox"/> Individual Donor Meetings |
| <input type="checkbox"/> Community Service                | <input type="checkbox"/> Outreach, Advocacy        |
| <input type="checkbox"/> Policy Development               | <input type="checkbox"/> Legal                     |
| <input type="checkbox"/> Program Evaluation               | <input type="checkbox"/> Other _____               |
| <input type="checkbox"/> Public Relations, Communications | <input type="checkbox"/> Other _____               |
| <input type="checkbox"/> Healthcare/Hospitals             | <input type="checkbox"/> Other _____               |

How will you cultivate support and involvement? Please keep in mind your interests, talents, networks and the activities you enjoy.

What do you hope to gain from being a member of the Reaching HOPE board?

Please list any groups, organizations or businesses that you can serve as a liaison to on behalf of Reaching HOPE.

Is there anything else you would like to share?

Thank you for your interest in serving on Reaching HOPE's Board of Directors!

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