Wish I'd Take a Class in "that" in Grad School

**How to Work with Boards**

1. Always remember they are volunteers.
2. The director/board relationship is a partnership, not parent/child.
3. Communication is critical.
4. Carefully watch the line between board and staff.
5. Be the board’s compass.
6. Remember, they are rarely fundraisers. The director has to help them become fundraisers.
7. Be diplomatic.
8. Be part of the board recruitment process.
10. Give the board tools to succeed.
11. Stand your ground.
12. Know when to be quiet.
13. Professionalism always wins the day.
15. Nurture your leadership style.
16. Make it social.

**How to Ask for Money**

1. You have to do it, don’t forget.
2. Be prepared.
3. Never underestimate personal relationships.
4. Asking face-to-face is always best.
5. Know your prospects.
6. Develop your small talk.
7. Tell your story.
8. Be a good investment.
9. No is a maybe.
10. Leave mission-focused materials with the donor.
11. Show gratitude.
12. Honor all sizes of gifts.
15. Really big gifts are easier to land.
16. Grants only buy you time.
17. Development is everyone’s job.
18. Have fun.

**How to Work with People**

1. Build a team.
2. Hire based on need.
3. Fund professional development.
4. Develop leaders.
5. Use “we” and “I” carefully.
6. Be real and accessible.
7. Use humor.
8. Introduce big ideas.
9. Know the law.
10. Never miss a coaching or mentoring opportunity.
11. Keep your cool.
13. Have empathy.
15. Hire people different than you.
16. Talk a walk.
17. Develop your personal style for difficult conversations.
18. Take vacation.
19. Own your vision.

**Keeping Sane**

1. Be self-aware.
2. Make lists.
3. Live your vision.
4. Find mental escapes.
5. Learn to be still.
6. Seek and rely on training.
7. Stoke your passion.
8. Keep monkeys in check.
10. Be funny.
11. Have empathy.
12. Tune out.
13. Perfect the art of the blow off.
15. Close the door at the end of the day.
16. Create a support group.
17. Find an outlet.
18. Stay positive.
19. Remember who you are.

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