Resource Investment Process Volunteer Panels

FINANCE PANEL MEMBER POSITION DESCRIPTION

Finance Panel Members assist in making funding recommendations for Pocono Mountains United Way (PMUW), based on a comprehensive review of agency applications. Members will conduct financial analyses of nonprofit applications for PMUW's Resource Investment Process, the first of a two-part volunteer review.

Responsibilities

- Review financial documents submitted by nonprofit agencies to Pocono Mountains United Way
- Complete a financial review based on provided forms for each application reviewed
- Understand and maintain confidentiality of the information received and discussions shared between panel members and the agencies reviewed

Requirements

- Ability to attend two meetings in late February and early March; meetings will be available both in person and virtually via Zoom – dates will be determined by availability of volunteers
- Strong financial background, particularly accounting; exposure to nonprofit financials preferred
- Email and internet access; access to printer helpful

Duration

- Review agency applications online, outside of meeting time and at your convenience
- Estimated time commitment 10-15 hours

PROGRAM PANEL MEMBER POSITION DESCRIPTION

Program Panel Members assist in making funding recommendations for Pocono Mountains United Way, based on a comprehensive review of agency applications. The focus of these reviews is on program outcomes with measurable results, and program quality that addresses the needs of the community.

Responsibilities

- Review applications submitted by agencies based on specified evaluation criteria provided by PMUW
- Attend and participate at a volunteer orientation and panel meeting
- Ask questions to gather relevant information leading to an informed funding recommendation
- Express your views and input in panel discussions, especially while formulating a funding recommendation
- Understand and maintain the confidentiality of the information and discussions shared between panel members and programs reviewed

Requirements

- Ability to attend one meeting in March; meetings will be available both in person and virtually via Zoom – dates will be determined by availability of volunteers
- Email and internet access; access to printer helpful

Duration

- Review program applications online, outside of meeting time and at your convenience
- Estimated time commitment 10 -15 hours

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