ADVISORY BOARD
Resources

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Advisory Board Overview & Best Practices

These resources focus on the Advisory Board elements within NAF's Educational Design, the goals of a volunteer Advisory Board, and NAF's approach to supporting advisory boards, including membership, operations, management best practices, and leadership position descriptions.

- NAF Advisory Board Overview
- Advisory Board Insights and Recommendations
- Recruiting New Partners Best Practices
- Securing Quality Internships Best Practices
- Strategic Planning and Managing for Outcomes Best Practices
- Utilizing Meeting Time Productively Best Practices

Data Landscape

Learn how data can help better inform advisory board planning and help advisory boards achieve their goals in supporting the academy or academies they serve.

- Advisory Board Impact Dashboard Overview
- 2020 Advisory Board Survey (for reference)

Partner Recruitment

NAF advisory board members represent a broad community coalition of people focused on supporting the academies to foster student college and career success. To ensure board sustainability and efficiency, recruiting the right people to serve on the boards is crucial. These resources will give you all the tools to effectively engage partners and board members.

- Charting Potential Partners
- How to Map Business Partners
- Partner Involvement Interest Survey
- Finding the Right Advisory Board Members
- Guide to Engaging Employers
- How to Host a Recruitment Event
- How to Pitch Your Academy
- Recruitment Event Invitation (Template)
- Ways to Partner with a NAF Academy
- Benefits of Partnering with a NAF Academy

Strategic Leadership, Planning, and Self-Assessment

NAF advisory boards operate as an active partnership between NAF academies and the community. Planning and strategizing are critical for maximized board impact. Use these templates and guides to efficiently run an advisory board so all NAF students can be future ready.

- Advisory Board SWOT Analysis Template
- Advisory Board Strategic Planning Retreat Agenda Template
- Strategic Plan Template
- How to Fundraise & Grant Resources
- Grant Proposal Language
- Grant Proposals - Email Templates

Structure, Roles, and Committees

As the network of NAF academies has grown across the country, the way in which academies, high schools, districts, and even regions manage and support employer partners serving on advisory boards has evolved. This section provides an overview of the various advisory board "models" or "structures" with differentiated goals for each, as well as guides on how to run and manage an advisory board meeting, set advisory board roles and responsibilities, and operate an effective advisory board.

- Advisory Board Roles and Responsibilities
- How to Orient Advisory Board Members
- How to Operate an Effective Advisory Board
- Advisory Board By-Laws
- Advisory Board Meeting Agenda
- Advisory Board Meeting Minutes
- Advisory Board Invitation Letter
- Tips for Recognizing Advisory Board Members
- Advisory Board Thank You Letter from NAF Template
- Virtual Meeting Management Checklist