



## ***Service Description***

### **What is STEP?**

STEP is a private, nonprofit organization. Our full name is Lycoming-Clinton Counties Commission for Community Action (STEP), Inc.

We are a unique kind of social service organization called a Community Action Agency. This means that all our work must be focused on combatting the effects of poverty and moving families toward stability and self-sufficiency. There are over 40 Community Action Agencies in Pennsylvania, and over 1,100 in the United States.

STEP is overseen by a special three-part (tri-partite) Board of Directors. We have individuals from the private, public, and low-income sectors of Lycoming and Clinton counties.

### **What do STEP's board members do?**

STEP's Board of Directors is not involved in day-to-day operations. Instead, they provide oversight and strategic planning in many areas, including financial decisions, performance management, and advocacy. They fully participate in the development, planning, implementation, and evaluation of programming to serve low-income communities.

Our board members attend once-monthly meetings, held in-person in either Lycoming County or Clinton County with a virtual option. Materials for these meetings are distributed ahead of time for review. Once seated, members can volunteer for various committees or to be a board officer.

### **Who can serve on the STEP Board of Directors?**

If you want to be part of our Board of Directors, we want to hear from you! If you want to serve, we will work to find the best fit. Individuals who are employed by STEP or have close family employed by STEP are not eligible to serve as board members; individuals receiving STEP services are eligible! Our board is made up of three parts:

- **Low-income individuals/families:** a minimum of one-third of our board needs to be democratically selected representatives of low-income families in our service area (Lycoming and Clinton counties). This could be someone eligible for STEP services, who has received them in the past, or someone from a tenant group, an advisory board to another low-income service provider, a member of a PTO/PTA, or a faith-based leadership group.
- **Private sector:** these board members need to live or work in Lycoming County or Clinton County. They can come from any major groups or interests in the community served by STEP, including (but not limited to!) business, industry, labor, religious, law enforcement, and education.
- **Public sector:** these are elected officials such as city council members, county commissioners, etc. or their representatives.

Again, if you want to be part of our governance, we want to talk! You can reach out via our general email ([step@stepcorp.org](mailto:step@stepcorp.org)) or contact our President & CEO, Jim Plankenhorn, at [jdplankenhorn@stepcorp.org](mailto:jdplankenhorn@stepcorp.org) or at 570.601.9689, to find out more. We can also connect you with current board members!