



## BOARD MEMBER JOB DESCRIPTION

The job of the board is to lead the organization toward desired performance and help ensure that it occurs. The fiduciary role of a board members cannot be over-emphasized. Each member is ultimately responsible for the non-profit's mission, its charitable trust assets, and its place in the community. To perform this job, the board will:

- ♥ Determine the mission, values, strategies, and major goals/outcomes and hold the Executive Director accountable for developing a staff strategic plan based on these policies.
- ♥ Determine the parameters within which the Executive Director is expected to achieve the goals/outcomes.
- ♥ Monitor the performance of the organization relative to the achievement of these goals/outcomes.
- ♥ Maintain and improve all on-going policies of the board.
- ♥ Select, fairly compensate, nurture, evaluate annually and, if necessary, terminate an Executive Director who functions as the board's agent.
- ♥ Ensure financial solvency and integrity through policies and behavior (including help as volunteers in fundraising).
- ♥ Require periodic financial external audits to ensure compliance with the law and good practices.
- ♥ Be an initiator of policy, not merely a reactor to staff initiatives.
- ♥ Evaluate and constantly improve board performance as the governing board and set expectations for board member involvement as volunteers.