

BOARD OF DIRECTORS

Board Leaders' Roles and Responsibilities

ENVISION THE FUTURE

Establish organization's mission

- determine purpose: the intended impact
- define and model core values
- re-evaluate from time to time
- be a catalyst for change

Organizational planning & strategy formation

- assess the environment
- understand the market the organizations operates within
- identify desired future (vision)
- determine expected outcomes
- consider organizational capacity
- set direction
- choose strategies
- clarify core competencies
- ensure results & cost benefits are evaluated
- use performance feedback in decision-making
- consider strategic alliances

KNOW REALITY AND RESPOND

Ensure necessary resources

- establish financial policies
- adopt a budget/contingencies
- monitor financial performance
- ensure fiscal controls
- select auditor; review audit, 990 etc.
- contribute resources
- raise funds from varied sources
- consider/develop earned revenues
- manage risk

Hire and supervise the chief executive

- select
- ensure orientation
- support & promote professional development
- evaluate
- plan succession
- build a constructive partnership

Oversight

- monitor mission impact/program performance
- oversee contract compliance & performance
- adopt human resource policies
- ensure alignment with values and mission

INSPIRE, ENGAGE, & TAKE ACTION

Bridge external boundaries

- ambassadors to the community
- identify and involve stakeholders
- community engagement
- build social capital

Communication

- communication planning
- determine key messaging
- branding
- marketing/positioning
- public relations- enhance image

Advocacy

- prioritize issues
- provide testimony
- write letters; make calls
- meet with policy decision-makers
- develop an advocacy plan
- allocate resources to advocacy work
- ensure advocacy is aligned w/mission
- take positions

ACT ETHICALLY & WITH INTEGRITY

- know and comply with all relevant laws
- establish a culture of accountability
- model and promote transparency
- ensure ethical practices

Assess and develop the board

- recruit /select /orient new members
- build an effective team
- train & promote continuous learning
- recognize and appreciate
- evaluate board performance
- foster diversity and unity
- identify and develop leaders

Manage the work of the board

- establish governance policies
- focus on what's important
- review periodically and follow bylaws
- set and manage expectations
- organize and structure board work