

SAMPLE Board Member Roles and Responsibilities

XYZ's continued and future success depends on the personal commitment and active involvement of a select group of elected individuals, who embrace the privilege to serve and the responsibility to lead. Board Members are expected to be zealous advocates on the organization's behalf, enthusiastic communicators of its mission and vision, and to play an integral role in its leadership. As fiduciaries, Board Members embrace the principles of loyalty, duty of care and confidentiality in all their actions related to the organization.

TIME

- Attend all scheduled board meetings. Be prepared for those meetings and be willing to contribute
- Active participation on at (x#) Board Committee(s)
- Be well informed about XYZ's mission and strategies, policies, programs, strength, needs; and be willing to communicate those attributes to others
- Attend XYZ hosted events and other community events as a representative of XYZ

TALENT

- Lend your expertise (professional, hobby or otherwise) to the organization so that it may reach its optimum potential
- Connect people and/or resources to XYZ that can help the organization to advance its mission

TREASURE

- XYZ Trustees will consider the XYZ to be one of their top three charities and donate accordingly
- Provide annual support and special campaign support at a level that reflects their giving ability and their status on the Board
- Participate in stewardship, cultivation and solicitation activities