

Cultivating Communities - Example Materials

SAMPLE BOARD MEMBER POSITION DESCRIPTION

Position: Director (Member, Board of Directors)

Term: 2 years, staggered terms

Selection: Elected by membership at annual meeting; 2 appointed positions

Responsibilities:

1. Actively participate in the strategic management of Cornerstone Agency.
2. Exercise due care in the oversight and fiduciary management of Cornerstone Agency.
3. Secure financial and community support for Cornerstone Agency.
4. Interpret organizational policies and board decisions to the public and general membership.
5. Assist with the recruitment of new board members; provide peer support for current board members.
6. Participate in program development and evaluation.
7. Represent the mission and organization of Cornerstone to the public.

Requirements/Prerequisites:

1. Demonstrated commitment to Cornerstone's core programs.
2. Willingness to contribute financial and fundraising support to Cornerstone Agency.
3. Willingness to actively participate on one organizational committee (Finance, Resource Development, Program, Marketing, etc.)

Time Commitment:

Approximately ten hours per month in preparation for and attendance at board/committee meetings; Additional time for community work and financial development to support organizational objectives, as needed and as available.