

BOARD OF DIRECTORS JOB DESCRIPTION

The board of directors is responsible for providing the fiscal and administrative framework to deliver the Impact Center programs and services efficiently and effectively in response to community needs.

Responsibilities

The board is responsible for:

- overseeing the organization's legal responsibilities;
- determining long range issues, needs and program focus;
- establishing policies;
- approving and monitoring the organization's programs and services;
- recommending officers for election;
- positively representing the organization in the community;
- evaluating the executive director;
- providing financial stewardship;
- enlisting the support of others; and
- exercising fiscal responsibility with the organization's assets.

Duties

Each individual board member is expected to:

- know the organization's mission, policies, programs, and needs.
- serve on the board for a minimum term of three years with the option of serving additional terms if nominated.
- attend at least 75% of scheduled board members per year and demonstrate board support by attending at least two special events if applicable.
- assist in agency fundraising and helping with the development of grants or cultivation of donors.
- participate and provide leadership in at least one committee.
- serve as an ambassador for the organization and act as a liaison with the public both in personal relationships as well as professional capacity. To be available to assist the agency in developing business and media relationships as needed.
- carry out special duties and roles as assigned by the board president.
- sign and abide by the organization's conflict of interest policy.
- attend any scheduled strategic planning retreats.
- respect the confidentiality of deliberations made at board and committee meetings and contribute to a climate of mutual trust and support between the board and executive director.

Benefits

- Influence programs and services available to the community through the Impact Center.
- Ensure the continued availability of the services offered at the Impact Center to all community members
- Work with people who share common interests
- Use skills to enhance the overall mission and successes of the Impact Center

Qualifications

Selected board members will:

- have achieved leadership stature in business, government, philanthropy, and/or the nonprofit sector.
- live in the Gothenburg School District.
- exhibit a passion for the services offered through the Impact Center.
- have related expertise and ability applicable to the management of or services offered at the Impact Center.
- maintain a professional reputation and level of integrity.
- have a history of and continued willingness to advocate for the organization.

Ideal candidates have the following qualifications:

- Extensive professional experience with significant executive leadership accomplishments in business, government, philanthropy, and/or the nonprofit sector.
- A commitment to and understanding of how our programs help members of our community, preferably based on experience.
- Savvy diplomatic skills and a natural affinity for cultivating relationships and persuading, convening, facilitating, and building consensus among diverse individuals.
- Personal qualities of integrity, credibility, and a passion for improving the lives of our beneficiaries.

Service on the board is without remuneration, except for administrative support, travel, and accommodation costs in relation to board members' duties.