



First Children's Finance

Board Member Job Description (sample)

The board of directors is entrusted with the governance and oversight of this organization. The board's overarching job is to ensure that we as a nonprofit fulfill our mission and continue to meet community needs in a way that honors the public trust.

Specifically, the board will:

- Hire, support, and evaluate the performance of the organization's executive director or senior staff person;
- Monitor the organization's financial health;
- Participate in and approve long-range planning for the organization;
- Establish overarching policies for the organization;
- Help secure funding for the organization;
- Evaluate the effectiveness of the organization in fulfilling its mission and meeting community needs;
- Ensure that the organization acts in accordance with its articles of incorporation and bylaws, as well as applicable laws;
- Provide general oversight for the organization;
- Represent the organization within the broader community; and
- Provide for the regular recruitment and orientation of new board members.

Individual board members are expected to:

- Know and be committed to the organization's mission;
- Actively participate in regularly scheduled meetings;
- Participate in one or more committees of the board;
- Attend board retreats, planning meetings, workshops, and other board development activities;
- Make an annual personal or professional financial contribution; and
- Bring personal and professional expertise to support the mission of the organization.

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