













Board Roles and Responsibilities



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Board members are the **fiduciaries** who steer the organization towards a sustainable future by adopting sound, ethical, and legal governance and financial management policies, as well as by making sure the nonprofit has adequate resources to advance its mission.

Board Roles and Responsibilities

Just as for any corporation, the board of directors of a nonprofit has three primary legal duties known as the -

- Duty of care
- Duty of loyalty
- Duty of obedience

Board Roles and Responsibilities

- 1. **Duty of Care:** Take care of the nonprofit by ensuring prudent use of all assets, including facility, people, and good will;
- 2. **Duty of Loyalty:** Ensure that the nonprofit's activities and transactions are, first and foremost, advancing its mission; Recognize and disclose conflicts of interest; Make decisions that are in the best interest of the nonprofit corporation; not in the best interest of the individual board member (or any other individual or for-profit entity).
- 3. **Duty of Obedience:** Ensure that the nonprofit obeys applicable laws and regulations; follows its own bylaws; and that the nonprofit adheres to its stated corporate purposes/mission.

Board Roles and Responsibilities

- > What is the job description of a board chair?
- > What is the job description of a board vice chair?
- > What is the job description of a board secretary?
- > What is the job description of a board treasurer?

8 BEST PRACTICES OF NON-PROFIT BOARDS

8 Best Practices

- ➔ 1. Board member job descriptions and agreements
- ➔ 2. Clear financial giving expectations
- ➔ 3. Orientation
- ➔ 4. Equipping board members to be valued ambassadors
- ➔ 5. Tools for fund development
- ➔ 6. Board self-assessment
- ➔ 7. External counsel
- ➔ 8. Strong agendas and meeting facilitation

**CAST YOUR VOTE FOR
THE IDEAL BOARD CHAIR**

Cast Your Vote

Superman Spider-man Kermit the Frog

What do a Doctor ,
a Lawyer and a
Volunteer have in
common?



Photo by Dane Deaner on Unsplash

10 THINGS EVERY BOARD
MEMBER SHOULD KNOW
AND UNDERSTAND



10 THINGS EVERY BOARD MEMBER SHOULD KNOW
AND UNDERSTAND

- 1) Board service is a job.
- 2) Your voice is as valuable at your first meeting as it is at your last.
- 3) You deserve a very good orientation.
- 4) The board is NOT an appendage to the organization.
- 5) You do NOT need to know rich people to be successful.

10 THINGS EVERY BOARD MEMBER SHOULD KNOW AND UNDERSTAND

- 6) Your passion for the organization must be greater than your fear of asking
- 7) If you miss two board meetings in a row, call your board chair
- 8) You have power over staff – use it wisely and never abuse it.
- 9) You need to give a gift that is one of the top 3 charitable gifts you make.
- 10) PLEASE share rewarding stories of board service to folks “on the bench”.

10 Fundraising Responsibilities of Every Board Member



10 Fundraising Responsibilities of Every Board Member

- 1. Make a proud, personal annual gift
- 2. Understand your organization's fundraising program and strategies
- 3. Help thank donors.
- 4. Communicate with donors and tell them about your organization's great work.
- 5. Help identify prospective donors and open the door with introductions.
- 6. Help cultivate donors.
- 7. When appropriate, ask for contributions.
- 8. Support and encourage all fundraising activities and the fundraising team.
- 9. Ensure that fundraising has adequate resources and support.
- 10. Attend public events and bring prospects and friends.

Conflict of Interest



Statement of Ethical Standards



**ITS TIME TO PLAY.....WHO'S
JOB IS IT!**

EXECUTIVE DIRECTOR ?

BOARD CHAIR ?

BOTH ?



Resources

- www.joangarry.com/ideal-board-chair/
- <http://emeraoncollective.com/articles/2015/10/8-best-practices-of-non-profit-boards/>
- <https://www.councilofnonprofits.org/tools-resources/board-roles-and-responsibilities>
- <https://www.gallperry.com/fundraising-responsibilities-every-board-member/>
- <https://www.councilofnonprofits.org/tools-resources/conflicts-of-interest>
- <https://www.joangarry.com/roles-board-chair-executive-director/>
