

My Brother's and Sister's Restoration

BOARD OF DIRECTORS JOB DESCRIPTION

Purpose: Together with the Executive Director, the Board of Directors ensures effective and fiscally sound programs and operations by providing leadership, advice, and direction to staff and volunteers. The Board of Directors are trustees who act on behalf of the organization and its constituents, including service recipients, funders, members, the government, and taxpayers. The Board of Directors has the principal responsibility for fulfillment of the organization's mission and the legal and financial accountability for its operations. This means that as a group they are in charge of establishing a clear organizational mission, forming the strategic plan to accomplish the mission, overseeing and evaluating the plan's success, monitoring the executive director, providing adequate support to that individual, fund raising, ensuring financial solvency of the organization, interpreting and representing the organization to the community, and instituting a fair system of policies and procedures for human resource management.

BOARD MEMBER JOB DESCRIPTION

The Board of Directors is a potent and proactive force working on behalf of the organization in the community. Each board member is expected to:

- Have a direct, personal knowledge of and passionate commitment to the organization's vision, values and programs and actively participate in these programs. Board members are expected to arrive at meetings prepared and ready to engage in thoughtful dialogue.
- Serve as an activist for the organization in the community
- Participate in policy and decision making at the board and committee levels
- Contribute financially according to ability to give
- Participate in the organizations operating, fund raising and development programs.
- Be aware of and seek out individuals from the community who need to connect with the work of the organization, in order to expand MYBSR circle of support and reach within the community.
- Be open to self-evaluation and regularly review their own commitment level to board activities and the mission of My Brother's & Sister's Restoration, Inc.
- Evaluate and determine compensation of Executive Director.
- Accept leadership position(s) on the Board as experience and time allow
- Get to know other committee members and build a working relationship that contributes to consensus.
- Attend bi-monthly board meetings (in 2010, the third Saturday of July, September, and November)

TERM LIMITS:

Board of Directors agree to serve two-year terms. Directors may serve three consecutive two-year terms of office but must remain off the board for at least one year before participating as a director again. Directors' terms will be staggered so that all terms will not expire on the same year.

QUALIFICATIONS FOR SERVICE:

At least 21 years of age with no criminal background

Familiarity with and commitment to the organization's mission, vision, values and programs

Comfortable with leading/participating in fund raising activities

Initiative

Integrity

Analytical ability

Sensitivity

Leadership

Good decision making ability

Excellent planning skills, and ability to organize and monitor work

If you're interested, please submit a letter of interest, resume, and completed board application to nharris@mybsr.org. Please highlight your experience with nonprofits (including volunteer boards), fundraising, finance, work on committees, volunteerism, familiarity, your interests and expertise, and why the board would want you as its newest member.

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APPLICATION FOR APPOINTMENT TO THE

BOARD OF DIRECTORS

Directions: Please complete all of the following questions to be considered for board service with MYBSR.

Name			
Address			
Home Phone		Business Phone	
Occupation		Company	
Please check the skills you could contribute to our board:	<ul style="list-style-type: none"> <input type="radio"/> Accounting <input type="radio"/> Management <input type="radio"/> Public relations <input type="radio"/> Investment <input type="radio"/> Marketing <input type="radio"/> Program Development <input type="radio"/> Fundraising <input type="radio"/> Education <input type="radio"/> Public speaking <input type="radio"/> Community relations <input type="radio"/> Planning <input type="radio"/> Lobbying <input type="radio"/> Other (please specify)\ <input type="radio"/> Youth Development 		
On what other boards have you served?			
What charitable or community activities have you been part of?			
Can you regularly attend board meetings?	<ul style="list-style-type: none"> <input type="radio"/> Yes <input type="radio"/> No 	How many hours per month, in addition to meetings, could you serve this organization?	_____ Per Month
Would you attend a training session for new board members?	<ul style="list-style-type: none"> <input type="radio"/> Yes <input type="radio"/> No 	Will you make a financial commitment to support this nonprofit? <ul style="list-style-type: none"> <input type="radio"/> Yes <input type="radio"/> No 	
What is your interest in this organization?			
Please write a brief statement of your understanding of this organization's mission.			