

SAMPLE EXPECTATIONS OF EVERY BOARD MEMBER

- Embrace the mission of the organization.
- Learn—and carry out—the legal responsibilities of the board.
- Learn enough about the organization to portray it accurately.
- Attend all board meetings, retreats, and special events.
- Come to board meetings prepared to participate fully.
- Play a leadership role in at least one committee or task force.
- Make an annual personal financial gift according to your means.
- Help with fundraising efforts in whatever way is most appropriate.
- Serve as an ambassador between the organization and the community.
- Communicate clearly and respectfully, and support the decisions of the full board, whether you agreed with the decision or not.
- Keep the staff informed about concerns in the community.
- Exercise loyalty and confidentiality in dealings with the board.
- Support the organization and officers in times of controversy or crisis.
- Fulfill commitments on time.

WHAT BOARD MEMBERS CAN EXPECT FROM THE ORGANIZATION

- Clear and reasonable expectations
- Consistent, timely communication from staff
- Access to any information about the organization needed to govern
- Training, encouragement, and strategic advice to carry out tasks
- Respect for the time, views, and talents you offer to the board