

Board of Directors

Purpose: A member of the Board of Directors is responsible for ensuring that Friends of the Family fulfills its mission by planning for the future, monitoring current operations, and evaluating the organization. A board member must fulfill the fiduciary responsibilities of the board of directors, making corporate decisions that protect the public interest.

 Key Responsibilities

* Advance the mission - To provide safe shelter, confidential services, and housing assistance to individuals in crisis due to homelessness, domestic violence, sexual assault, and human trafficking.
* Actively promote the mission, contributing ideas and expertise
* Keep up to date on developments in the organization’s field
* Be informed about the organization’s mission, services, policies, and programs; inform others about the organization, and work to enhance the organization's public image
* Select the Executive Director through an appropriate process
	+ Provide ongoing support and guidance for the executive staff
	+ Annually review performance
* Ensure effective organizational planning
	+ Determine and monitor the organization’s programs and services
	+ Participate in the development of a strategic plan to accomplish the mission, oversee its

implementation and evaluate its success

* Actively participate in all board activities
	+ Attend in person or by phone bi-monthly board meetings
	+ Review agenda and supporting materials prior to board and committee meetings
	+ Serve on a committee and periodically take on special assignments
	+ Suggest nominees to the board who can make significant contributions to the work of the board and to the organization
	+ Assess the board’s performance
* Ensure adequate resources
	+ Make a personal financial contribution to the organization
	+ Manage resources effectively
	+ Carry out the fiduciary responsibilities of the board, such as reviewing the organization’s annual financial statements, selecting an auditor, and receiving the auditor’s report

• Follow conflict-of-interest and confidentiality policies

Additional details

* Elected by Board of Directors
* Term Length Per by-laws
* Time commitment: Bi-Monthly meetings; additional time required for committee work and other board commitments

*If you would like to be considered for a position on our board, please visit the Board of Director page on our website to fill out a contact form.*