



BOARD OF DIRECTORS BOARD MEMBER POSITION DESCRIPTION

TITLE: Board Member

REPORTS TO: Board President

POSITION DESCRIPTION: Great Life Mentoring Board Members are the officers, directors and trustees of the nonprofit corporation. They 1) serve as fiduciaries of the nonprofit's assets; 2) provide guidance to the nonprofit by contributing to its culture, strategic focus, effectiveness, and financial sustainability; 3) serve as ambassadors, advocates and resources and 4) fulfill a "give or get" commitment related to fundraising.

Board Members steer the nonprofit 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. They serve as volunteers without any compensation.

LEGAL DUTIES: Board Members fulfill the three primary legal duties, the "duty of care," "duty of loyalty," and "duty of obedience."

- **Duty of Care:** Take care of the nonprofit by ensuring prudent use of all assets, including facility, people, and good will.
- **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).
- **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.

RESPONSIBILITIES OUTLINED:

1. Hire and set the compensation of a CEO/Executive Director to run the day-to-day management activities of the nonprofit
2. Provide the annual performance evaluation of the CEO/Executive Director
3. Adopt and actively hold a policy addressing conflicts of interest
4. Follow all corporate by-laws
5. Make a minimum commitment of 24 months
6. Participate in 10/12 monthly meetings annually
7. Participate in bi-annual gatherings
8. Report monthly hours and activities to CEO/Executive Director
9. Participate in ad-hoc committees as needed
10. Advocate for the nonprofit's mission

11. Support the nonprofit's strategic plan

QUALIFICATIONS:

1. Successfully pass required background checks and screening
2. Successfully complete mentor training provided by program staff
3. Prior experience working with boards is helpful
4. Possess a professional, courteous manner and ability to communicate with a wide variety of people; both internal and external stakeholders
5. Maintain confidentiality

Signature Date

Print Name

Great Life Mentoring cultivates meaningful relationships where children facing adversity –and the adults who mentor them – live happier, healthier lives.