

**Board Member Position Description**

**Position Title**: Member, Board of Trustees

**Function**: Provide governance to NonProfitConnect, stewarding and protecting its mission, while accepting ultimate legal authority for the organization and representing it to the community*.*

**NonProfitConnect enhances the impact of greater Mercer County nonprofits by building an increasingly diverse, skilled, and engaged group of board and staff leaders**

**Overview:** It is the purpose and responsibility of the Board to oversee and direct all affairs of NonProfitConnect according to its mission, by-laws, and concepts of fiscal responsibility. The Board is responsible for long term planning, financial development planning, and approving the annual budget. While day to day operation is delegated to the Executive Director and any other staff and volunteers, it is the responsibility of the Board to promote NonProfitConnect to foundations, corporations, government organizations, and individuals to broaden organizational reach and financial support.

**Specific Responsibilities**:

* Provide direction for the organization as the Executive Director develops and implements NonProfitConnect programs, policies, and plans
* Review outcomes and metrics created by NonProfitConnect for evaluating organizational impact, and regularly measure its performance and effectiveness using those metrics
* Review agenda and supporting materials prior to board and committee meetings
* Review and approve the annual budget and business decisions; remain informed about and meet all, legal, and fiduciary responsibilities
* Partner with the Executive Director and other Board members to ensure that Board resolutions are carried out
* Serve as a member of the Executive, Governance, Finance, Marketing, or Development Committee or any other committee or task force that may be established, and take on special assignments
* Represent NonProfitConnect to stakeholders; act as an ambassador for the organization
* Contribute an annual gift that is of personal significance, make NonProfitConnect a philanthropic priority, that is commensurate with the Board member's capacity
* If requested, contribute to an annual performance evaluation of the Executive Director, assist in identifying and recruiting other Board members, and ensure NonProfitConnect's commitment to a diverse board and staff that reflects the communities the organization serves

**Terms/Participation:** Board members are elected for three-year terms and may serve up to two consecutive terms. Board members serve on at least one committee. Meetings of the Board are held on a schedule established by the Board. Members who are unable to fulfill Board responsibilities may be asked to leave the Board.