Foundation Board of Directors
Job Description

INDIVIDUAL RESPONSIBILITIES OF EACH MEMBER:

• Be strongly committed to the mission and goals of Crisis Services
• Be knowledgeable about Crisis Services’ operation, programs and services
• Make a gift to the Foundation each year in a manner commensurate with one’s ability
• Attend and participate in regularly scheduled board meetings
• Support Foundation special events and other fund-raising activities
• Serve on at least one committee
• Use the resources of your firm or organization to help support Foundation goals
• Personally solicit others in the community for a financial donation
• Advise the Foundation in matters related to your area of professional expertise
• Use your personal and professional network to open new doors and increase public awareness of Crisis Services
• Recruit candidates for key volunteer leadership positions.

COLLECTIVE RESPONSIBILITIES OF BOARD OF DIRECTORS

• Ensure that sufficient funds are raised to meet all financial obligations of the Foundation
• Set Foundation priorities and goals
• Establish and review Foundation policies in the areas of fundraising, fiscal management, and public relations
• Plan and develop strategies for the Foundation’s future growth and development
• Oversee fiscal operations to ensure that funds are obtained, expended and accounted for according to the policies established by the Foundation
• Make certain effective community relations are established and maintained
• Develop proper succession plans for Foundation board