



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