



C.H.A.M.P.S

Resource & Service Center

Board of Directors Description

CHAMPS RSC is looking to relaunch our board of directors; it is one of the most challenging and rewarding of volunteer assignments. While appointment or election to a board is an honor, board members have important legal and fiduciary responsibilities that require a commitment of time, skills and resources. Prospective board members do themselves a service and show that they are serious about the commitment and community they serve.

Duties and Responsibilities:

Supporting: (*strive to ensure the success of the organization*)

- ◆ Raise money
- ◆ Bring contacts & clout to organization
- ◆ Provide individual special skills (law, fundraising, accounting, human resource, etc.)
- ◆ Provide techniques for strengthening independence and creatively using this
- ◆ tension for the good of the organization and the purpose it was created to
- ◆ serve
- ◆ Act as supporters and builders of the organization

Governance: (*goal of protection to the public*)

- ◆ Question and monitor the organization
- ◆ Stand outside the organization and hold it accountable to the public interest
- ◆ Selecting top leadership and assessing performance
- ◆ Review and authorize plans and commitment
- ◆ Ensuring compliance with legal and contract requirements
- ◆ Evaluating organizations work

The board-staff relationship is a paradoxical one.

Governance – Stand above staffs and be the “boss”.
Supporting – Act to support and assist staff-led work.

The challenge is to fulfill both roles, not simply switch from one to the other. We need to perform both functions equally well. Failure to do both is a transgression both against client and the wider community.

An Effective Board

Ten Basic Responsibilities of Non-Profit Boards

- ◆ Determine the Organization's Mission and Purpose
- ◆ Select the Executive
- ◆ Support the Executive and Review His or Her Performance
- ◆ Ensure Effective organizational Planning
- ◆ Ensure Adequate Resources
- ◆ Manage Resources Effectively
- ◆ Determine and Monitor the Organization's Programs and Services
- ◆ Enhance the Organization's Public Image
- ◆ Serve as a Court of Appeal
- ◆ Assess Its own Performance

[BYLAWS](#)

[BOARD DESCRIPTION](#)

[BOARD TASK DESCRIPTION](#)

[BOARD MEMBER PROFILE](#)

Strengthen Governance

1. Evaluators

- ◆ CPA Auditor
- ◆ Program evaluators
- ◆ Management evaluators

Evaluators should make report directly to the board and to staff

2. Make governance an explicit part of meeting

- ◆ Affirm responsibilities in both support/governance

Express appreciation for the seriousness and courage to make the point.

3. Board Stipends (*depends on revenue*)

- ◆ Founder
- ◆ Secretary
- ◆ President
- ◆ Accountant
- ◆ reimburse board members for expenses
- ◆ annual board gift

Express real value on board support and governance

4. Secretary

- ◆ board correspondence
- ◆ obtain information from staff or others at board request
- ◆ clippings from professional journals for the board
- ◆ minutes and follow-ups for the board
- ◆ meeting arrangements
- ◆ helping new officers with their responsibilities

5. A Diverse Board

- ◆ governors
- ◆ supporter

If you are still interested in joining CHAMPS RSC Board of Directors, please sign up [here](#) and [email](#). If you have questions, we will be scheduling a conference call with more details with bylaws and articles of corporation.