Roles and Responsibilities of the Futurewise Board as a Whole – 2019

1) Determine the organization’s mission and purpose via the strategic plan

2) Select and supervise the Executive Director, ensuring that individual has the moral and professional support necessary to further the goals of the organization, and annually assess their performance

3) Provide proper financial oversight, including developing an annual budget, and ensuring that proper financial controls are in place

4) Ensure the legal and ethical integrity of the organization, and maintain accountability. The board is ultimately responsible for adherence to legal standards and ethical norms.

5) Ensure effective organizational planning, actively participating in the overall planning process and assisting in implementing and monitoring the plan’s goals.

6) Support fundraising efforts, including maintaining a personal network of individuals and/or organizations that will step up to attend and support Futurewise events (see “find nine friends” in the board contract)

7) Recruit and orient new board members, and periodically assess the board’s performance.

8) Enhance the organization’s public standing, clearly articulating the organization’s mission, accomplishments, and goals to the public and garnering support from the community.

9) Determine, monitor and strengthen the organization’s programs and services, making sure they are consistent with the mission and monitoring their effectiveness.
Futurewise Board Member Job Description

- Enhance the mission of the organization
- Learn – and carry out – the legal responsibilities of the board
- Learn enough about the organization to portray it accurately
- Attend board meetings, retreats and special events
- Participate in board meetings
- Play a leadership or support role in a committee or task force
- Make an annual personal financial gift according to your means
- Assist with fundraising in an appropriate and comfortable manner, including maintaining a personal network that will step up to attend and support your board service
- Serve as an ambassador between the organization and the community
- Communicate clearly and respectfully, and support the decisions of the full board
- Inform the Executive Director about opportunities and/or concerns in the community
- Fulfill commitments on time

What Board Members Can Expect from the Organization

- Clear and reasonable expectations about Board member participation and contributions
- Consistent, timely communication from staff
- Access to information needed about the organization
- Training, encouragement and strategic advice to carry out tasks