

The Nonprofit Board's Qualifications & Responsibilities

The Board's responsibilities are fiduciary, strategic and generative.

Board of Directors

The Board has authority and stewardship responsibility for:

- all methods and techniques of fundraising activity
- all forms of contributions received
- professional staff, consultants, and vendors
- investment and management of all funds raised
- disbursement of contributed revenues in exclusive support of the mission of this organization
- establishing the priorities for public participation and support
-

Qualifications

- Commitment to the mission of the organization.
- Has vision but is flexible to the possibilities of change.
- Sensitive to the communities to which their organizations belong.
- Highly regarded and respected by others. Influential member of the organization and/or community.
- Able to strengthen the organization because of the expertise they bring from their business or professional background.
- Adds diversity to the mix of individuals comprising the Board, including age, gender, race, background, expertise, etc.
- Is an expert specific to the organization's field, donor committed to the cause, or community leader able to attract support.
- Informed, available, and engaged; willing to attend meetings and represent the organization or its interests at community events and donor circles; willing to help bring in necessary resources.
- Is a conscientious steward who is as interested in the business of developing the organization and monitoring its health as they are in promoting its programs.

General responsibilities fall under the following categories:

- Fiduciary
- Policy setting
- Strategic Planning
- Yearly review of the Executive Director
- Overseeing subcommittees

Responsibilities

- Determine the organization's mission and purpose. The Board should create and review a statement of mission and purpose that articulates the organization's goals, means, and primary constituents served.
- Goal-setting, policymaking, and strategic planning.
- Budget approval and fiscal oversight.
- Hire and evaluate the Executive Director.
- Ensure compliance with legal and financial reporting requirements, and adhering to core board roles and responsibilities as stated in the organization's bylaws.
- Select the Chief Executive. Boards must reach a consensus on the Chief Executive's responsibilities and undertake a careful search to find the most qualified individual for the position.
- Provide proper financial oversight and assist in developing an annual budget.
- Ensure adequate resources to fulfill the organization's mission.
- Ensure legal and ethical integrity and maintain accountability.
- Ensure effective organizational planning. Participate in the overall planning process and assist in implementing and monitoring the plan's goals.
- Developing the strength of the board itself through recruitment, training, self-assessment, and board education.
- Enhance the organization's public standing.
- Determine, monitor, and strengthen the organization's programs and services while ensuring that programs are consistent with the organization's mission.
- Select volunteer leaders to represent a cross section of the organization.
- Help to identify and groom potential future leaders of the organization.

Contributing Resources:

- [BoardSource](#)
- [Governance as Leadership - Richard Chait, et al](#)