



Board Member Basic Responsibilities.

1. Improve Board Performance

- Dedicate a minimum of five hours each month to Habitat for Humanity.
- Participate in a minimum of one committee group outside your board role.
- Recruit from local networks whose skills align with organizational goals.
- Provide training and orientation to all new Board members.
- Progress towards systems of evaluation and data collection.

2. Hire and Support the Executive Director

- Recruit, screen, and hire qualified candidates.
- Communicate roles and responsibilities clearly.
- Provide periodic performance evaluation and feedback.
- Ensure that the Executive Director has support to accomplish organizational goals.

3. Provide Proper Financial, Legal, and Ethical Oversight

- Approve and assist in the development of an annual budget.
- Ensure that proper financial controls are in place.
- Review and accept the annual audit report.
- Ensure Habitat for Humanity chapter adheres to municipal and federal laws, regulations, and humanity-centric ethical standards.
- Ensure that appropriate policies are established and followed.

4. Ensure Effective Organizational Planning

- Provide assistance with the long term strategic planning process.
- Assist in implementing and monitoring goals.
- Ensure Board policies and decisions are consistent with that strategic plan.

5. Ensure Adequate Financial Resources

- Work in partnership with Executive Director and Staff to develop resources needed to fulfill Habitat for Humanity mission.
- Provide time, talent, and financial support as much
- Actively support fund raising and donor relationship development activities.
- Make an annual financial contribution that is personally significant.