



Board of Directors Responsibilities

While every nonprofit has a unique mission and organizational structure, Boards of Directors typically share common, basic responsibilities. Nonprofit boards typically take responsibility for these eight key tasks:

1. Setting an actionable mission and an inspiring vision for the organization
2. Hiring a chief executive, supporting their efforts, and evaluating their performance
3. Partnering with key staff to create short- and long-term plans, monitoring results, and modifying when needed
4. Ensuring the effectiveness of programs and services
5. Helping to secure operating funds and providing ongoing financial oversight
6. Managing and improving board performance
7. Meeting or exceeding legal and ethical standards and expectations
8. Maximizing stakeholder and community support

Position

The Fresh Start Furnishings (FSF) Board of Directors (BoD) provides mission-based leadership and strategic governance. While day-to-day operations are led by FSF's Executive Director (ED), the Board-ED relationship is a partnership, and the appropriate involvement of the BoD members is critical and expected. Board members are responsible for three main duties:

1. **Duty of Care:** Board members must use their best judgment in all dealings related to FSF by preparing for and attending board meetings, raising questions, and providing careful oversight
2. **Duty of Loyalty:** Board members must be faithful and avoid conflicts of interest when making decisions affecting FSF
3. **Duty of Obedience:** Board members must be true to FSF's mission and to applicable laws when making decisions.

Specific BoD Member responsibilities include:

Leadership, governance, and oversight

- Determine FSF mission and purpose
- Select the ED
- Support and evaluate the ED, including setting his/her compensation
- Ensure effective planning
- Monitor and strengthen programs and services
- Ensure adequate financial services
- Protect assets and provide financial oversight



- Build a competent BoD
- Ensure legal and ethical integrity
- Enhance FSF's public standing.

Fundraising

Board Members will consider FSF a philanthropic priority and make annual gifts reflecting that priority. Therefore, FSF expects all members to participate by contributing an amount commensurate with their ability towards a fundraising goal that is determined on an annual basis. Members may give through a one-time donation, monthly contribution, or a self-initiated fundraising event.

Board terms/participation

FSF's Board Members will serve a term of one (1) year, until their successors are elected. No officer shall serve more than three (3) consecutive terms in the same office. Board meetings will be held monthly, and committee meetings will be held in coordination with full Board meetings. The annual meeting shall be held once every calendar year for the purposes of electing directors and performing such other business as may properly come before the meeting. Special meetings of the Board are determined by the FSF BoD President provided the required circumstances, such as a request made by a majority of the Officers or a need to vote on a time-sensitive matter, are met.

Qualifications

This is an extraordinary opportunity for an individual who is passionate about FSF's mission and who has experience or sincere interest in a leadership role in the community. Board Members have an opportunity to contribute significantly to FSF's strategic growth and impact. His/her accomplishments will allow him/her to attract other well-qualified, spiritually minded BoD members.

Ideal candidates will have the following qualifications:

- Professional experience with leadership accomplishments in business, government, philanthropy, church leadership or the nonprofit sector
- A commitment to and understanding of FSF's beneficiaries
- A natural affinity and desire to make connections and cultivate relationships that support our organizational objectives and improve the lives of those we serve.
- Personal qualities of integrity, compassion, duty, confidence, and optimism.

BoD Members serve without compensation. Directors may be reimbursed for expenses reasonably incurred on behalf of the corporation. A Director may receive compensation for his/her service to FSF in some other capacity, provided the

transaction is consistent with the organization's conflict of interest policy. In addition, all BoD Members are obligated to vote on all operational, programmatic, financial, governance, and any other mission-related matters.