



# MILESTONES

Steps to Success for the Early Childhood Community

## **Board Member Position Description**

### **Board Members Qualifications:**

1. Reside within the communities served by the agency
2. Ability to participate constructively in the process of governing the agency
3. Specific skills that are needed to accomplish the goals of the agency
4. Willingly commit time to:
  - a. Attend orientation sessions
  - b. Attend board meetings
  - c. Participate in training
  - d. Participate in committee work
5. Represent (be an ambassador for) the organization within their own context/community

### **Board Expectations:**

1. Hires, monitors and supports the Executive Director
2. Support and assure progress on the achievement of the mission and goals of the agency
3. Make an annual financial and/or volunteer contribution to the agency according to their means
4. Provides fiduciary oversight of agency finances and community resources entrusted to the organization

### **Board Member Code of Conduct:**

1. Board members are required and expected to exercise the highest ethical standards of conduct and practices fundamental honesty at all times
2. Each board member will not:
  - a. Deceive, defraud, or mislead the agency, the board, officers, staff or other associates or those that has business or other relationships with the agency
  - b. Misrepresent the agency in any negotiations, dealings, contracts or agreements
  - c. Divulge or release any information of a proprietary nature relating to the agency's plans, mission or operational databases without approval
  - d. Obtain a personal advantage or benefit due to relationships established by any officer, board member, or senior staff member by use of the organizations name

**INTEGRITY**

**DIGNITY**

**RESPECT**

**CHILDREN**

**COMMITMENT**