



## **Board Member Job Description**

**Our Mission:** Family Paths strengthens family relationships by providing mental health and supportive services with respect, integrity, compassion, and hope.

### **Position:**

The Board supports the work of Family Paths and provides mission-based leadership and strategic governance. While day-to-day operations are led by Family Paths' Executive Director (ED), the Board-ED relationship is a partnership, and the appropriate involvement of the Board is both critical and expected. Specific Board Member responsibilities include:

### **Leadership, governance and oversight**

- Serving as a trusted advisor to the ED. Assisting the ED to develop and implement Family Paths' strategic plan.
- Approving Family Paths' annual budget, audit reports, and material business decisions; being informed of, and meeting all, legal and fiduciary responsibilities
- Contributing to an annual performance evaluation of the ED
- Assisting the ED and board chair in identifying and recruiting other Board Members
- Partnering with the ED and other board members to ensure that board resolutions are carried out
- Serving on committees or task forces and taking on special assignments
- Representing Family Paths/acting as an ambassador with stakeholders as appropriate
- Ensuring Family Paths' commitment to a diverse board and staff that reflects the communities Family Paths serves

### **Fundraising**

Family Paths Board Members will consider Family Paths a philanthropic priority and make annual gifts that reflect that priority. So that Family Paths can credibly solicit contributions from foundations, organizations, and individuals, Family Paths strives to have 100 percent of Board Members make an annual contribution that is commensurate with their capacity.

Family Paths has historically received a strong level of support from governmental entities, but as an agency we desire to do much more for our community. Thus, the agency seeks Board Members who are committed to help Family Paths diversify funding opportunities by growing our donor base.

**Board terms/participation**

Family Paths Board Members serve a three-year term and are eligible for re-appointment for one additional term. Board meetings are 2 hours each and held monthly and committee meetings are held on an as-needed basis.

**Time Commitment:**

The Family Paths Board meets monthly, except for August and December, with each meeting lasting approximately two hours. Participation in one or more committees is expected, with time commitments ranging between one and four hours per month, depending upon time of year and type of committee. For example, an Audit Committee member may devote approximately four hours of their time in October and November of each year. Service on the agency's Development Committee may be several hours per month during the months prior to a fundraising event or campaign. Board candidates will want to discuss committee work and time commitments with the ED and with active Board members. Current committees include Executive (officers), Personnel, Finance, Audit, Development and Marketing.

**Desired Qualifications:**

This is an opportunity for an individual who is passionate about Family Paths' mission and is interested in Board leadership.

We seek Board members who demonstrate the following:

- A commitment to, and understanding of, Family Paths' clients.
- Ability to cultivate relationships in a diversity of arenas and the capacity to advocate for Family Paths.
- Personal qualities of integrity, credibility, and a passion for improving the lives of Family Paths' beneficiaries.
- Professional expertise that can benefit the organization (including, but not limited to, finance/accounting, legal, social service, medical/health, real estate, marketing, tech, philanthropy, human resources).
- Personal experience as a parent is a plus; fathers are highly desired.

Service on Family Paths' Board of Directors is without remuneration. However, reimbursement may be approved for reasonable out of pocket expenses in relation to Board Members' duties.