



Board of Directors Responsibilities

Approved by the Board 6/2/11

General Responsibilities:

- To provide the Urban Affairs Coalition (UAC) Management with input and counsel with respect to the affairs of the UAC in accordance with the mission of the organization and in compliance with all laws governing not-for-profit organizations.
- To leverage the collective leadership, expertise, influence and resources of the Board of Directors on behalf of and in support of the UAC mission and objectives.
- To establish and monitor the long-range strategic goals for UAC.
- To select, support and evaluate the Chief Executive Officer of UAC.
- To engage in regular board self-evaluation to ensure board effectiveness, board expertise, board commitment, and appropriate constituent representation.
- Ensure the organization's legal and ethical integrity.

Specific Duties:

Participation

- Attend a new Board Member orientation session.
- Attend the three board meetings scheduled per year.
- Actively serve on one or more Public Policy or Standing committees.
- Volunteer to serve as mentor to UAC program participants.
- Identify opportunities to leverage your individual and organization expertise in support of UAC initiatives.

Advocacy

- Be informed about UAC and its activities in the community.
- Be a positive spokesperson on behalf of UAC in the community.
- Be a positive spokesperson on behalf of UAC within your organization and encourage participation in UAC programs.

Development

- Personally contribute to UAC on an annual basis, commensurate with interests and ability.
- Secure financial and in-kind support from your organization for UAC.
- Participate in the identification and cultivation of targeted individuals and organizations, including personal solicitations when appropriate.
- Identify opportunities to support UAC Development Office objectives.

Annually, UAC Board Members will participate in a process to evaluate their collective activities and accomplishments in support of the stated duties. The output from the process will be used to gain a better appreciation for areas where additional resources should be focused and also to identify best practices.