

YMCA Board Member Job Description

- Title:** Member, YMCA Board
- Purpose:** To serve as a voting member of the group with authority to ***develop policies***, procedures, and regulations for the conduct of the YMCA. To be actively involved in the fundraising aspects making certain that there are necessary funds to meet our mission.
- Term:** The term of office for the members of the Board of Directors shall be five (5) years. Directors shall be eligible for re-election by the members of the Association for as many terms as the members choose to elect them provided there is a lapse of at least one (1) year after every term.
- Meetings & Attendance** Regularly - Monthly board meetings (average 12 annually)
- ▶ Standing committee meetings
 - ▶ Special events (as announced)
 - ▶ Board orientation meeting scheduled in March or early April
 - ▶ Occasionally, YMCA program events (as board representative)
- Responsible to:** Chairperson, YMCA Board
- Resignation:** Any Director may resign at any time by giving written notice to the President of the Board, the President Elect, or the Secretary of the Board of Directors. Such resignation shall take effect at the time specified therein.
- Personal Attributes:**
- 1) Unquestionable character (the YMCA will accomplish its purpose when its leaders demonstrate the purpose of the YMCA through their own lives).
 - 2) An interest in the programs and objectives of YMCA.
 - 3) High standing among the men and women of his/her business or profession.
 - 4) A respected citizen in the community.
 - 5) The breadth of understanding and a tolerance of the viewpoints of others.
 - 6) The willingness to state one's convictions--and equally the willingness to accept the majority decision when in conflict with one's own stand.
 - 7) Deal openly and directly with the staff and other board members when pleased, or displeased, about something.

Responsibilities and Powers of the Board

- 1) Establish policies for administering the programs and services which are in harmony with the general purposes of the YMCA.
- 2) Actively support, approve and be a part of the fundraising efforts for Partnership With Youth, Endowment and Capital Campaign to support the mission of the YMCA in providing programs and services to the whole community to the best of our ability.
- 3) Provide leadership to plan and meet goals that support a strong YMCA.
- 4) Employ the executive.
- 5) Monitor the financial affairs in a responsible basis in accordance with established policies.
- 6) Maintain the property of the YMCA in a reasonable state of repair.

Specific Duties of a Board Mem.

- 1) Attendance at board meetings (continuity of attendance and participation as a policy maker and planner is a very important part of the job).
 - ▶ Attend regularly and on time
 - ▶ Become well informed (in advance) on agenda items
 - ▶ Contribute knowledge and express points of view based on experience.
 - ▶ Consider other points of view, make constructive suggestions, and help the board make group decisions reflecting the thinking of the total board.
- 2) Attend the meetings of the standing committee(s) to which appointed.
- 3) Become a financial supporter of the YMCA.
- 4) Assume leadership of other board members as asked (board officer, committee chairperson)
- 5) Represent the YMCA at community events, organizations, and with private individuals. Speak proudly and positively.
- 6) Be informed about YMCA programs and policies.
- 7) Educate yourself about the needs of the community, young people, families, and the world.