Board of Directors Position Description

Purpose: To act as a voting member of the board with full authority and responsibility to develop policies for the operation of the organization; to monitor the organization’s financial health, programs and overall performance; and to provide the chief executive officer the resources needed to serve the organization’s constituencies.

The Full Board’s Responsibilities:
- Establish policy
- Hire and evaluate the president
- Secure sustainable funding for the organization
- Monitor finances, review annual audited reports, and approve an annual budget, and
- Create and update a long-range plan for the organization
- Select and support the organization’s board officers
- Adopt key operating policies

Individual Board Member’s Duties:
- Support the organization through meaningful financial contributions, strategic advice, and engagement with partners to strengthen organizational success.
- Provide a personal financial commitment to help the Chesapeake Conservancy’s achieve an annual fund 100% board member participation rate.
- Support long-term sustainability by striving to secure $5,000 over each 3-year term to support the work and mission of the Chesapeake Conservancy. This commitment may be fulfilled through personal, matching, in-kind services and/or soliciting gifts from other donors in partnership with Conservancy staff.
- Support the cultivation and stewardship of committed donors and partners through participation in events and activities, especially the Conservancy’s annual Champions of the Chesapeake award event.
- Attend three board meetings per year unless special circumstances prohibit attendance and actively serve on at least one committee, task force, or sub-committee to provide counsel and input to address organizational challenges and opportunities.
- Serve as an informed and compelling ambassador on behalf of the Conservancy to expand its influence and effectiveness with individuals, the public, and other organizations.
- Enhance board governance and institutional effectiveness through assuming board leadership roles or identifying potential board member candidates.
- Provide feedback to the president of relevant community and constituency concerns.
- Maintain confidentiality of board discussion and complete an annual Conflict of Interest agreement.