BOARD OF DIRECTORS’ JOB DESCRIPTION

The individual and collective participation of its members is integral to the leadership success of the Board. Therefore, each Board member is expected to fulfill the following responsibilities:

1. **Attendance** - As contemplation, deliberation and decision-making require collaboration and participation, Board members are expected to attend Board meetings. Absence from more than four (4) of the Board’s ten (10) regularly scheduled meetings in any Board planning year will constitute that member’s resignation from the Board. The Board may vote to grant a waiver to this provision, in case of extenuating circumstances.

2. **Preparation and Participation** - Board members will prepare for Board and committee meetings and will participate productively in discussions. Each Board member is expected to be an active member of at least one Board Committee.

3. **Members as Individuals** - The CEO is accountable only to the Board as an entity, and not to individual Board members. Therefore, the relationship between the CEO and individual members of the Board, including the Chair, is collegial, not hierarchical.

4. **Voluntarism** - As the CEO is responsible for operational activities and results, members of the Board, volunteering in operational capacities are subject to the direct supervision of the CEO or responsible staff person.

5. **Personal Donations** – Each Board member is expected to make a meaningful monetary donation to “I Have a Dream” at least annually.

6. **Fundraising Obligations**: Each Board member is expected to participate in fundraising for “I Have a Dream”, including:
   a. Sell tickets, obtain items and assist with the planning of “I Have a Dream”-sponsored events, including but not limited to the Dream-Maker Luncheon or Breakfast and at least one other major Board fundraising event (Golf Tournament, Kitchens are Cooking tour or other event.)
   b. Provide names and addresses of corporate and community contacts for annual individual and corporate campaign. Write personal notes on mailings and make personal phone calls during annual campaign.

7. **Advocacy**: Each Board member is expected to be an active advocate of “I Have a Dream”, acting as an ambassador between “I Have a Dream” and the communities it serves, and soliciting active support and involvement from those communities.

8. **Optional: Participation in Other Organizational Activities:**
   i. Donate to Crayons to Calculators School Supply Drive
   ii. Donate to Adopt-a-Family Program
   iii. Participate in “Take a Dreamer To Work” Day
   iv. Become a tutor or mentor
   v. Host “I Have a Dream” Fundraising Parties at their home
   vi. Ask friends to make a donation to “I Have a Dream” in lieu of a gift for a birthday or special event
   vii. Add “I Have a Dream” as a beneficiary in their will
   viii. Participate in on-site visits