



Florida Network of Children's Advocacy Centers (FNCAC)
Board Member Job Description

Board of Director Obligations:

- To secure, safeguard and judiciously manage all funds
- To ensure compliance with all relevant legal and ethical requirements
- To establish, support and evaluate programs/services adequate to meet the organization's stated mission
- To define the future goals/plans for the organization
- To contribute skills, expertise and knowledge to the Board and assigned Committees
- To actively assist the Organization in its fundraising activities and make appropriate contacts on behalf of the Organization
- To identify prospective Board Members and submit to the Nominating Committee

Board of Director General Responsibilities:

- To hire, direct and evaluate the Executive Director
- To support the purposes and objectives of the Organization
- To be familiar with the Organization's programs/services, bylaws and the Board's legal responsibility as the corporation's governing body
- To represent the Organization in the communities in which Board Members live and work
- To promote the decisions of the Board
- To review and approve annual budget and the annual independent audit

Term of Position: Three (3) years

Board Member Attendance Requirements:

- To participate in regular Board Training opportunities
- To regularly attend quarterly Board meetings
- To actively serve on a minimum of one Board Committee
- To fully participate in Committee and Board meetings
- To participate on Ad-Hoc Committees as needed
- To willingly serve in an Officer or leadership position if asked