

SAMPLE BOARD MEMBER JOB DESCRIPTION

Name: Bill Board

Board Responsibilities for the Year 2007-08

GENERAL RESPONSIBILITIES FOR ALL BOARD MEMBERS:

1. Attend YFC Board meetings at least 70% of the time.
2. Serve on one committee.
3. Be personally involved in a YFC giving program.
4. Serve as an ambassador for YFC at your church, business, service club, etc.
5. Attend two ministry events per year.
6. Host a table at the YFC Adult Dinner.
7. Participate in the Run for Youth.
8. Arrange for and make six fundraising calls per year (can be done with Executive Director).

SPECIFIC RESPONSIBILITIES FOR: Bill Board

1. Serve as Vice-Chair, and therefore serve on the Executive Committee.
2. Chair the Human Resources Committee.
3. Lead the committee in adding three new board members and implementing a board orientation and training program.
4. Try to get YFC as a program for your Rotary Club.
5. Arrange to have a YFC staff member make a presentation at your church, University Village Presbyterian.