**BOARD MEMBER | JOB DESCRIPTION**

**Roles and responsibilities:**

1. Define and oversee the mission of Stone Soup Group and keep it relevant to the needs of Alaskan families who are caring for children with special needs

2. Approve programs and services and monitor their effectiveness

3. Provide strategic guidance to Stone Soup Group and the Executive Director

4. Ensure financial solvency and help raise resources

5. Select, support and evaluate the Executive Director

6. Ensure continuous board improvement

**As a member of this board, I commit to:**

* Attending all board meetings each year
* Serving on one board committee
* Making an annual personal gift that is meaningful and significant
* Holding Stone Soup Group to a high standard of performance
* Understanding my roles and responsibilities and becoming sufficiently knowledgeable about Stone Soup Group and its operations to make informed decisions
* Reading the materials sent to the board and coming prepared to board and committee meetings
* Arriving at meetings on time and staying for the full agenda unless I have otherwise notified the board or committee chair
* Asking for clarification on any matters or material that I do not understand before making a decision
* Listening carefully to other board members and staff with an open mind and an objective perspective
* Actively working towards those decisions and solutions that are in Stone Soup Group’s best interests (speaking with one voice)
* Respecting the confidentiality of the board’s business

**I agree to be informed about and to observe the following board policies in our manual:**

* Avoidance of conflict of interest
* Equal opportunity and avoidance of discrimination
* Enrollment in board liability insurance program

Printed Name:\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_

Signature:\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_ Date:\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_