



Board of Trustees

Board Member Job Description and Expectations

Board Purpose

To advise, govern, oversee policy and direction, and assist with the leadership and general promotion of PATH Intl so as to support the organization's mission and needs.

Basic Board Responsibilities

- Determine PATH Intl's mission and purposes
- Select the CEO through appropriate processes
- Provide ongoing support and guidance for the CEO; review their performance
- Ensure effective organizational planning
- Ensure adequate resources
- Ensure effective use of resources
- Determine and monitor PATH Intl's programs and services
- Serve as a court of appeal
- Assess Board performance
- Designate PATH Intl as one of the top three organizations to which annual, personal donations are made
- Publically advocate for PATH Intl.
- Participate in PATH Intl. development goals and projects

Qualifications

- A college degree or equivalent certification, licensure or lifetime experience
- Previous board experience or experience serving a national, membership nonprofit organization
- Possess skills and expertise to complete or compliment the current board skill set

Requirements for Board Service

1. Commit to a term of 3 years with a maximum of two terms in accordance with the PATH Intl bylaws
2. Participate in fundraising activities and contribute an annual gift according to means
3. Attend monthly board conference calls and two in-person meetings (one in late spring and the other at the national conference in November)
4. Demonstrate and promote PATH Intl's mission, goals, and long-term success
5. Represent PATH Intl to the community
6. Dedicate the time necessary to faithfully support board meetings, committee meetings, and special requests.
7. Actively participate on at least one committee

Board Members Share Responsibilities in These Key Areas

Planning

1. Approve PATH Intl's mission, vision, values and goals and review staff's performance in achieving it
2. Annually assess the environment and approve PATH Intl's strategy in relation to it
3. Annually review and approve PATH Intl's plans for funding its strategy
4. Annually review and approve PATH Intl's budget
5. Approve major policies and priorities

Organization

1. Hire, monitor, appraise, support, reward, and when necessary change executive leadership
2. Assure appropriate succession planning
3. Assure that PATH Intl's resources are equal to the requirements of the long-range goals
4. Annually approve the Performance Review of the CEO and establish their compensation
5. Determine eligibility for and appoint Board Committees
6. Annually review the performance of the Board and take steps to improve its performance

Operations

1. Review the results achieved by PATH Intl staff as compared with PATH Intl's Strategic Plan, short- and long-term goals, and the performance of similar institutions.
2. Be certain that PATH Intl's financial structure is adequate for its current needs and its long-term strategy.
3. Provide candid and constructive criticism, advice, and comment.
4. Approve major actions of PATH Intl, such as capital expenditures and major

Audit

1. Assure that the Board and its committees are adequately and currently informed of the condition of PATH Intl and its operations.
2. Assure that published reports accurately reflect PATH Intl's operating results and financial condition.
3. Ascertain that PATH Intl Staff has established appropriate policies to define and identify conflicts of interest, and is diligently administering and enforcing those policies.
4. Appoint independent auditors.
5. Review compliance with material laws & regulations relevant to PATH Intl.