



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. mission and purposes.
- Select the CEO through appropriate processes.
- Provide ongoing support and guidance for the CEO; review his/her performance.
- Ensure effective organizational planning.
- Ensure adequate resources.
- Ensure effective use of resources.
- Determine and monitor PATH Intl. 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 complement 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 October/November).
4. Demonstrate and promote PATH Intl. 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. mission, vision, values and goals and review staff's performance in achieving it.
2. Annually assess the environment and approve PATH Intl. strategy in relation to it.
3. Annually review and approve PATH Intl. plans for funding its strategy.
4. Annually review and approve the PATH Intl. budget.
5. Approve major policies and priorities.

Organization

1. Hire, monitor, appraise, support, reward and, when necessary, change executive leadership.
2. Ensure appropriate succession planning.
3. Ensure that PATH Intl. resources are equal to the requirements of the long-range goals.
4. Annually approve the Performance Review of the CEO and establish his/her 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 the PATH Intl. Strategic Plan, short- and long-term goals, and the performance of similar institutions.
2. Be certain that the PATH Intl. 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 acquisitions.

Audit

1. Ensure that the Board and its committees are adequately and currently informed of the condition of PATH Intl. and its operations.
2. Ensure that published reports accurately reflect PATH Intl. 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 and regulations relevant to PATH Intl.