



Board Member Roles, Responsibilities, and Commitments

Roles and Responsibilities:

1. Determine and oversee the organization's mission and purpose.
2. Select, support and evaluate the Coalition Director.
3. Provide strategic direction for the organization and to the Coalition Director to guide effective organizational planning.
4. Provide proper financial oversight.
5. Ensure adequate resources and plan for organizational sustainability.
6. Ensure legal and ethical integrity and maintain confidentiality and accountability.
7. Recruit and orient new board members, assess board performance and work to ensure continuous board improvement.
8. Enhance the organization's public standing.
9. Determine, monitor, and strengthen the organization's programs and role in the community.

As a member of this board, I commit to:

- Attend and participate in board meetings and functions and understand that if I have three unexcused absences I will be removed from the board.
- Participate in at least one board committee.
- Maintain an individual membership with the coalition for the entirety of board service
- Hold the agency and the board to a high standard of performance and actively help make the Anchorage Coalition to End Homelessness a successful organization.
- Understand board member roles and responsibilities and become sufficiently knowledgeable about the coalition and its operations to make informed decisions.
- Understand the legal responsibilities that I assume as a board member.
- Read materials sent to the board and come prepared to board and committee meetings.
- Arrive at meetings on time and stay for the full agenda unless I have provided prior notification.
- Ask for clarification on any matters or material that I do not understand before making a decision.
- Listen carefully to other board members and staff with an open mind and an objective perspective.
- Actively work towards decisions and solutions that are in the organization's best interests.
- Respect and maintain confidentiality of the board's business.
- Avoid conflicts of interest as detailed in the Conflicts of Interest Policy and Code of Conduct.
- Avoid discrimination and abide by the principles of equal opportunity.
- Support the organization's fundraising activities and make an annual personal gift that is meaningful and significant that is separate from membership dues.

As a Board Member of the Anchorage Coalition to End Homelessness, I agree to the roles and responsibilities and will adhere to the commitments listed above.

Signed: _____ Date: _____

Printed Name: _____