

Hillsdale Community Foundation Board Member Job Description

1. Regularly attends monthly board meetings and related meetings. Board meetings typically run 1 to 1½ hours on a weeknight.
2. Makes commitment to participate.
3. Volunteers and/or is open to assignments and completes them on time.
4. Stays informed about board matters, prepares for meetings, and reviews and comments on minutes and reports.
5. Builds a collegial relationship with other board members that contributes to consensus decision-making.
6. Participates in annual evaluation and planning.
7. Participates in committees appropriate to talents, background and interests.
8. Participates in fund-raising events such as the annual book sale.

Note: Terms of service are three years, with the possibility of a second three-year term.