

Real Champions Inc. Board of Directors Position Description

Purpose: *To act as a voting member of the board with full authority and responsibility to develop policies for the operation of RCI; to monitor RCI's financial health, programs and overall performance; and to provide the Executive Director support, encouragement and accountability.*

The Full Board's Responsibilities:

- *Establish policy*
- *Hire and evaluate the executive director*
- *Secure adequate funding for RCI*
- *Monitor finances*
- *Create and update a long-range plan for RCI*
- *Select and support RCI's board officers*
- *Adopt key operating policies; approve contracts as appropriate*

Individual Board Member's Duties:

- *Attend board meetings regularly*
- *Become knowledgeable about RCI and our mission*
- *Come to board meetings prepared and informed about agenda issues*
- *Contribute to meetings by expressing a point of view*
- *Consider other points of view, make constructive suggestions and help the board make decisions that benefit RCI's constituencies and partners*
- *Serve on one critical team ie Communications, Administrative, Strategic Leadership, Financial*
- *Represent RCI to individuals, the public and other organizations in a positive and professional manner*
- *Support RCI through attendance at special events and activities and through meaningful financial contributions*
- *Assume board leadership roles when asked*
- *Keep the executive director informed of relevant community concerns*
- *Maintain confidentiality of board discussion*

Rationale: *Board members set corporate policies and goals and delegate authority to the executive director to implement such policies and goals in the day-to-day management of RCI. Individual members of the board; however, have no authority to act independently of the full board on policy issues. Board members who abuse their position this way may be disciplined or censured.*

Board members are also trustees of RCI who approve an annual budget that ensures it can meet its financial needs. In addition, board members monitor the overall financial health of RCI by reviewing annual reports of an auditor recommended by the executive director. The executive director retains responsibility for day-to-day operational expenditures. Individual board members should attend all board meetings and actively participate in them and serve on committees and/or as board officers. Board members have the responsibility to know and fulfill their role and to act in the best interest of RCI.