



Member of the Board of Trustees Information and Expectations

Approved 6/10/2020

Mission

HopeBUILDERS' mission is to help others live in safety, comfort and dignity. We assist older adults, veterans and individuals with disabilities to provide accessibility solutions and critical home repair. Through these projects we help homeowners age in place or remain in the home of their choosing. For more information, please visit HopeBUILDERS' website at www.HopeBUILDERS-kc.org.

Purpose of the Board

Beyond fulfilling the legal duties and serving as a fiduciary of the organization's assets, a Board plays a significant role providing guidance to nonprofits by contributing to the organization's culture, strategic focus, effectiveness, and financial sustainability, as well as serving as ambassadors and advocates. The Board will support the work of HopeBUILDERS and provide mission-based leadership and strategic governance. While many day-to-day operations are led by HopeBUILDERS's Executive Director (ED), the Board-ED relationship is a partnership, and the appropriate involvement of the Board is both critical and expected.

Expectations of a Member of the HopeBUILDERS Board

Leadership, governance and oversight

- Know the organization's mission, policies, programs, and needs
- Faithfully read and understand the organization's financial statements
- Serve as an active advocate and ambassador for the organization and fully engage in identifying and securing the financial resources and partnerships necessary for HopeBUILDERS to advance its mission
- Follow the organization's bylaws, policies, and board resolutions
- Sign an annual conflict-of-interest disclosure and update it during the year if necessary, as well as disclose potential conflicts before meetings and actual conflicts during meetings
- Maintain confidentiality about all internal matters of HopeBUILDERS
- Sign a conflict of interest (annual) and code of ethics (one-time) document.

Fundraising

- Leverage connections, networks, and resources to develop collective action to fully achieve the mission of HopeBUILDERS
- Give a meaningful personal financial donation annually. To credibly solicit contributions from the community, HopeBUILDERS expects to have 100 percent of Board Members make an annual contribution that is commensurate with their capacity.
- Help identify personal connections that can benefit the organization's fundraising and reputational standing, and can influence public policy

Board Terms/Participation

- Prepare for, attend, and conscientiously participate in board meetings, either in person or via video or phone. Board meetings will be held every other month, currently on the second Wednesday of the month at 6pm.
- Participate fully in one or more committees. Committee meetings are typically held in months when the board does not meet.
- Serve a three-year term to be eligible for re-appointment for one additional term.

What you can Expect as a Board Member of HopeBUILDERS

- You will be electronically sent regular financial reports (typically monthly) and an update of organizational activities that allow you to meet the “prudent person” standards of the law. (The “prudent person rule,” applied in many legal settings in slightly differing language, states that an individual must act with the same judgment and care as, in like circumstances, a prudent person would act.)
- The organization will maintain Directors and Officers Insurance, which covers the organization as well as members of the board of trustees from liability claims in the areas of governance, fiduciary and employment practices.
- Opportunities will be offered to you to discuss with the executive director and the board president the organization’s programs, goals, activities, and status; additionally, you can request such opportunities.
- The organization will keep you informed about issues in the industry and field in which we are working and offer opportunities for professional development as a board member.
- Board members and staff will respond in a straightforward fashion to questions that are necessary to carry out your fiscal, legal, and moral responsibilities to this organization. Board members and staff will work in good faith toward achievement of our goals.

Qualifications

This is an opportunity for an individual who is passionate about HopeBUILDERS’ mission and who has a track record of board leadership. Selected Board Members will have achieved leadership experience in business, government, philanthropy, or the nonprofit sector. His/her accomplishments will allow him/her to attract other well-qualified, high-performing Board Members.

Ideal candidates will have the following qualifications:

- Professional and leadership experience with accomplishments in business, government, philanthropy, or the nonprofit sector
- A commitment to and understanding of HopeBUILDERS’s beneficiaries, preferably based on experience
- Friendly and able to build amicable relationships with the ED, fellow board members and other volunteers
- Personal qualities of integrity, credibility, and a passion for improving the lives of HopeBUILDERS’s beneficiaries