

POSITION DESCRIPTION

Position

- Community Chapter Board Member

Dimensions:

- Participate in governance of chapter
- Participate in establishing chapter strategic and business plans in alignment with regional strategies
- Participate in fundraising activities to help ensure the chapter has adequate resources
- Participate in building community awareness of chapter activities and relevance
- Participate in oversight of total chapter performance

Attributes

Functional

- Develop and Grows Financial Revenue/Resources
- Govern and Hold Chapter Management Accountable for achieving High Performance
- Maximize Red Cross Presence in the Community
- Exercise fiduciary and financial responsibilities

Leadership

- Promote Effective Board Relations and Governance
- Act as a Visionary
- Demonstrate Red Cross Organizational Citizenship
- Lead Change Effectively
- Build Collaboration and Consensus-Building

Key Responsibilities

- Raise adequate funds in accordance with the chapter's budget and other financial goals, including an annual personal financial gift, making the American Red Cross one of your top-3 organizations for your annual personal giving
- Provide approval to the Community Chapter's strategic and financial plans in alignment with national plans and regional strategies, ensuring local needs for Red Cross services are met
- Build chapter capacity for service delivery through the effective involvement and engagement of volunteers and partners
- Build the presence, awareness and support of American Red Cross services throughout the chapter jurisdiction
- Lead in building relationships (corporate, political, partners, etc.), representing the chapter locally and advancing the chapter within the community
- Work in partnership with the Regional Chapter Executive in the hiring, evaluation/performance management, compensation and retention of the Community Chapter Executive
- With the Chapter Executive, develop annual budgets that are in alignment with regional strategies and national goals
- Exercise fiduciary responsibilities, including budget oversight and good stewardship of locally held assets
- Ensure that the chapter is in compliance with Corporate Policies and Regulations and meets Performance Standards
- Meet the basic obligation of board membership by regularly attending board/committee meetings, reviewing and questioning reports, and participating in planning processes
- Engage in regional activities as appropriate
- Work effectively with their Regional Chapter, other Community Chapters and ARC Biomed units within their grouping to build regional efficiencies and performance.
- Build leadership volunteer involvement

NOTE: See the Board Member Expectations document for additional clarity on Board member expectations

Qualifications	<ul style="list-style-type: none"> • Knowledge of and influence in community served by chapter • Willingness to support Red Cross Mission through fundraising, building partnerships, building visibility and/or building service delivery capacity • Expertise in an area of interest that can support Red Cross services • Ability to participate regularly in Board/Committee meetings • Leadership skills, including planning, monitoring and evaluating chapter's programs and services, and public speaking
Continuing Education	<ul style="list-style-type: none"> • Orientation to American Red Cross • Board Orientation • Continuing education in governance and fundraising • Continuing education in areas of interest (e.g. disaster, health and safety, human resources and volunteerism)
Term of Service	<ul style="list-style-type: none"> • Board members are elected to a three-year term; after a review of the board member's performance and of the chapter and board needs, the board member may be re-elected for a consecutive three year term.
Personal Development Opportunities	<ul style="list-style-type: none"> • Opportunity to serve the community as a valued member of an organization that saves lives and educates people • Red Cross training, conferences, seminars, national convention • Beyond-the-chapter opportunities with Service Area Councils, Subject Matter Expert pools, national task forces and committees

I understand the responsibilities and obligations expected of me as a member of the _____ Chapter of the American Red Cross board of directors. I agree to serve for the term beginning _____ and ending _____. During my term, I will actively and responsibly represent the American Red Cross in the community and fulfill my obligations as a board member to the best of my ability.

Print Name

Signature

Date