



### Board of Directors Position Description and Statement of Commitment

The Habitat for Humanity Saint Louis (HFHSL) Board of Directors is a strategic, governance, and resource development board which meets up to ten times per year including a one-day retreat.

**Board members are expected to have commitment to and ownership of the mission, vision and plans of the organization and to demonstrate this by their personal giving (see statement below).**

To allow for recruitment periodically of new members and further expand involvement of the community, terms are limited to three years. A member may be invited to serve an additional term.

Board members are expected to discharge their responsibilities in a business-like manner. Further, members are also expected to;

- Recommend, approve and review HFHSL policies;
- Approve the annual budget and audit of HFHSL.
- Guide and approve the creation, evaluation and implementation of the strategic plan and objectives;
- Approve the employment of the Chief Executive Officer.

**Additionally, as a member of the Board, I personally make the following commitments;**

- I will attend regularly scheduled Board meetings including the Board Retreat, preparing beforehand by reviewing agendas, minutes and support materials.
- I will serve as a spokesperson, promoting HFHSL publicly and informing others about the mission and programs.
- I will follow conflict of interest and confidentiality policies.
- I will assist in identifying and recruiting other Board Members.
- **I will make an annual personal financial contribution at a level that reflects my personal means and strong commitment. 100% participation by the Board is required.** During this calendar year, I personally pledge a gift in the amount of \$\_\_\_\_\_ or more. I commit to making this gift no later than \_\_\_\_\_ (preferably by end of November).
- I will assist with identifying prospects and providing outreach as needed appropriate to the various opportunities (Keystone Community Partner, Individual Giving, Executive Build – as examples) to financially support HFHSL

Agreed to by: \_\_\_\_\_  
Board Member Signature                      Date