



Board of Directors Member Expectations and Responsibilities

At the heart of any successful not-for-profit organization is an invested, engaged Board of Directors. This is a summary of expectations and responsibilities of our Board of Directors.

Mission: The mission of Genesee Valley Audubon Society (GVAS) is to promote conservation of the environment through education and to advocate for its protection, focusing on birds and other wildlife in Western New York.

I understand that I will be expected to:

- Develop and maintain a working knowledge of **GVAS** and its work by continuously learning and sharing information
- Prepare for Board and Committee meetings by reviewing advance materials
- Attend a majority of Board meetings as an active participant per the bylaws
- Participate in Board/Committee work
- Participate in orientation, provided by the **GVAS** leadership team
- Provide direct financial support through personal contributions and/or access to other potential individual and corporate donors
- Serve as an ambassador and advocate of **GVAS** by acting in the best interests of **GVAS** and by demonstrating professionalism while representing GVAS
- Support special events hosted by **GVAS**
- Respect and maintain confidentiality of work for **GVAS** clients, Board issues, and discussions
- As a collaborative Board, establish and update, as needed, the mission, vision and strategic plan for the organization and represent GVAS policies over personal opinion
- As a collaborative Board, develop policies and organizational goals that support the vision and strategic plan, and comply with those policies, including its conflict of interest policy (*bylaws*)
- Assess the organization's performance relative to established goals
- Act in the best interest of **GVAS** and carry out the fiduciary responsibilities as officially assigned (*bylaws*)
- Be available for consultation with other Board members and future **GVAS** staff, especially in my areas of expertise
- Approach the work of **GVAS** in a spirit of service, cooperation, creativity, collegiality, and respect
- Respond to emails and voice mails and other communications in a timely manner

Note: The above work will involve 5-10 hours of work each month beyond board meetings

Signature

Printed name

Date