

# Community Foundation of Greater Birmingham Board Member Responsibilities

## *Mission/Vision*

**MISSION:** The mission of the Community Foundation of Greater Birmingham is to ignite passion for transformational change.

**VISION:** A just, prosperous and unified region where every person is empowered to reach their full potential.

## *Overview*

Board members of the Community Foundation of Greater Birmingham act on behalf of the communities comprising the five-county footprint of the Foundation (Jefferson, Shelby, St. Clair, Blount, and Walker Counties). Individuals selected should be widely respected in the community, broadly represent the communities comprising the five-county service area, place the interests of the Foundation and communities it serves above personal decisions in decision-making on behalf of the Foundation, and prepared to make the Foundation a priority in terms of time and commitment. Board members serve a 3-year term unless specially elected to replace a board member who resigns or otherwise leaves the board for the remaining term of that member, and may be re-elected to subsequent three-year terms up to a maximum of two, three-year terms.

## *Duties*

The Board provides mission-based leadership and strategic governance to the Community Foundation of Greater Birmingham. While day to day operations are led by the foundation's CEO, the Board-CEO relationship is a partnership and the support and involvement of the Board is both critical and expected. Board members are expected to:

- Attend the meetings of the Board, and prepare for those meetings by reviewing the materials to be discussed, reviewed, and/or approved;
- Advise the CEO in the implementation of strategies;
- Approve annual budget, audit reports, and material business decisions;
- Approve and review outcomes of key metrics to measure performance and effectiveness;
- Contribute to the annual performance evaluation of the CEO;
- Serve on at least one committee or task force, and take on special assignments as requested;
- Serve as a public ambassador for the organization and represent the Foundation to stakeholders;
- Ensure a diverse board that reflects the communities served by the Foundation;
- Make an annual philanthropic gift;
- Support the Foundation in engaging donors in the community;
- Assist Foundation staff in identifying prospective donors.
- Highly encouraged to participate in our annual competitive grantmaking process.