

Board of Directors

Role & Responsibilities



The Hands & Voices Headquarters Board of Directors provides governance, leadership, and stewardship to advance the organization's mission and ensure that the perspectives and needs of families are represented in its work.

GENERAL RESPONSIBILITIES OF THE BOARD

Governance

Oversee and evaluate organizational performance; review and monitor policies, programs, and operations.

Leadership

Partner with the Executive Director and management to guide the mission, vision, priorities, and direction of Hands & Voices.

Stewardship

Ensure responsible management and use of organizational assets in service of the public good and the organization's mission.

BOARD FUNCTION AND PURPOSE

Board members work collectively to:

- 1 Provide oversight and inspiration for organizational activities and operations.
- 2 Ensure the organization is responsive to the perspectives and views of its membership.
- 3 Guide short- and long-term organizational planning.
- 4 Promote public awareness of Hands & Voices and its mission.
- 5 Build collaborative relationships with advocacy and support organizations, public and private agencies, and state Hands & Voices chapters to influence systems change.
- 6 Ensure that organizational goals and activities reflect an unbiased, family-centered approach.
- 7 Support the organization through direct financial contributions and/or voluntary in-kind service.
- 8 Assist in recruiting qualified individuals and representatives of relevant sectors to serve on the Board.
- 9 Recruit, screen, hire, and periodically evaluate the Executive Director.
- 10 Review and approve the organizational budget and provide financial oversight.

RESPONSIBILITIES OF INDIVIDUAL BOARD MEMBERS

Board members are expected to:

- ✓ Attend all Board meetings and participate actively in discussions and decision-making.
- ✓ Contribute ideas and input to organizational goals, priorities, and activities.
- ✓ Vote on matters requiring Board approval or action.
- ✓ Provide letters of support, review funding proposals, and assist with educational submissions that advance the organization's mission, as appropriate.
- ✓ Notify the Board President or Executive Director in a timely manner when unable to attend meetings or complete Board assignments.
- ✓ Participate in the annual all-day Board meeting.
- ✓ Provide written notice of resignation at least one month in advance, when possible, and assist with recruitment for the vacated position when feasible.

A Shared Commitment

Serving on the Hands & Voices Board is an opportunity to contribute leadership, expertise, relationships, and resources to strengthen the organization and advance its mission in partnership with families, chapters, and the broader community.