



About our Board:

Big Brothers Big Sisters of Prince George Type of Board

Policy Board

This provides a structure and method of setting limits on the Executive Director's responsibilities. The main purpose of the board is policy leadership and development, the board works as a whole and speaks with one voice.

Responsibilities:

- Determine the end to be achieved
- Determine the means to the end
- Determine Board/Executive Relationships
- Determine Board process

Basic Responsibilities of Board Members

The Board is a governing authority of the organization, and is responsible for directing, influencing and monitoring the organization's business. The Board:

1. Determines missions and purpose of organization
2. Enhances the public standing of the organization by articulating the mission, accomplishments, and goals to the public and garner support from the community
3. Hires, supervises, and releases only one employee, the Executive Director. The board supports the E.D. and assesses his or her performance annually.
4. Provides financial oversight, and assist in development and approval of annual budget, as well as ensuring that proper financial controls are in place.
5. Ensures adequate resources for the organization to fulfill its mission.
6. Ensures legal and ethical integrity and maintains accountability, as it is the board who is ultimately responsible for ensuring adherence to legal standards and ethical norms.
7. Participates in organizational planning and assist in implementing and monitoring the plan's goals.
8. Recruits, selects, and orients new board members, and when required retire other board members.
9. The board is also responsible for annually evaluating its own performance.
10. It is the board's responsibility to determine which programs are consistent with the organization's mission and monitor their effectiveness in terms of outputs and impacts.

Legal Responsibilities of Board Members

Duty of Care

The duty of care describes the level of competence that is expected of a board member, and is commonly expressed as the duty of care that... "an ordinarily prudent person would exercise in a like position and under similar circumstances." This means that a board members owes the duty to exercise reasonable care when he or she makes a decision as a steward of the organization.

Duty of Loyalty

The duty of loyalty is a standard of faithfulness; a board member must give undivided allegiance when making decisions affecting the agency. This means that a board member may never use information obtained as a member for personal gain, but must always act in the best interests of the agency.

Duty of Obedience

The duty of obedience requires board members to be faithful to the agency's mission. They are not permitted to act in a way that is inconsistent with the central goals of the agency. A basis for this rule lies in the public's trust that the organization will manage donated funds to fulfill the organization's mission.

Individual Board Members Responsibilities

At minimum, these are the responsibilities for each individual board member:

- Attend all board and committee meetings and required functions
- Be familiar with the organization's values, mission, services, & policies
- Review agenda and board package prior to meetings
- Serve on committees and offer to take on special assignments
- Suggest nominees to the board who could make significant contributions to the work of the board and organization
- Follow and adhere to all policies
- Assist the board in carrying out its fiduciary responsibilities