

Chinook Fund

Job Description: Board of Directors

Primary Responsibilities:

1. Governance and policy making for ex: bylaws and personnel policies
2. Reviewing and approving yearly budget
3. Annual Fundraising for the organization
4. Reviewing and approving GMC docket
5. Recruiting new members and assisting with board development

Consults On:

1. Mission fulfillment
2. Budget
3. Organizational annual fundraising plan
4. Ongoing of evaluation of organization and grantmaking
5. GMC work, plan and members
6. Convening and community building

Informed About:

- Office administration decisions/challenges
- HR decisions - hiring, firing, evaluations, etc.

Expected to:

1. All Board members will participate in board meetings as a voting member
 - Serve on **ONE** committee (GMC co-chairs are on the board)
 - Complete and stick to individual fundraising plans. And help create implement organizational fundraising plan.
2. Participate in activities led by staff
3. **Miss no more than two meetings in a calendar year and call-in for no more than 2 meetings in a row**
4. Respond to email communications or phone calls **within 72 hours**
5. Model decision making and conflict management processes effectively
6. Who can make four or five figure gifts to this organization.