



Foundation Director Information

Time Commitment: approx. 12 hours per year

Meeting Schedule

(held via teleconference or video conference with one or more in person meetings depending on the context):

- May
- June
- November/December
- other meetings as necessary

Role Description:

The importance of the leadership exercised by the Board of Directors cannot be understated. It is crucial that the Board of directors provide knowledgeable, thoughtful and consistent direction for the governance of the Foundation. To that end, the Foundation's Board will, to the best of their ability, exercise due diligence in carrying out the following responsibilities:

1. Be informed of the Foundation's incorporation articles, bylaws, mission, and policies.
2. Be informed of Board activities, and trends in stewardship or philanthropy within the United Church and the broader community.
3. Act as ambassadors for the Foundation in their communities.
4. Exercise the care, diligence and skill that a prudent person would show in similar circumstances.
5. Be well prepared for and attend Board meetings and serve on committees as appropriate, and participate in the general work of the Board.
6. Respectfully offer their knowledge and opinions on issues under discussion.
7. Allow and respect the voicing of conflicting opinions.
8. Maintain solidarity with other directors in support of a decision that has been made.
9. Ask directors to review a decision where the Board acted without full information.
10. Participate in regular reviews of the Board's effectiveness.
11. Contribute, when appropriate, to the work of the Governance Committee of the Board including suggesting potential board and committee members.
12. Financially support the Foundation commensurate with their means.



13. In collaboration with the General Council Office and in harmony with Human Resource Policies, recruit, set the compensation package, orient, and evaluate the most senior staff position.
14. Participate in fund raising tasks up to their comfort levels including making thank you calls to donors.