

Position:	<b><u>Alongsiders USA Board Member</u></b>
Time commitment:	3-6 hours per month (meetings, preparation, consultation)
Term:	Three years, appointed or elected annually at the Annual General Meeting

### **General Overview**

The role of the Board of Directors is to provide leadership and oversight of the activities of the Alongsiders USA. It will strive to represent the interests of the international Alongsiders movements (especially vulnerable children and Alongsiders Mentors) and American stakeholders (partner churches, donors, etc.)

The work of the Board requires a balance of asking big questions, exploring possibilities, engaging in real dialogue, solving problems, and offering direction. The Board aims to ensure broad organizational accountability and transparency.

The Board will work with the International Leadership Team to look towards the future of Alongsiders USA, reviewing the organization's mission and objectives, identifying the outcomes that Alongsiders USA is seeking and the strategies it will use to achieve them. The Board will also work with the International Leadership Team to encourage and support the movement to grow into new countries according to the 5-year plan.

In providing oversight the Board will rely on assessing organizational performance concerning goals and adherence to budget. The board will ensure, through the creation of policies, that Alongsiders USA adheres to sound financial management, personnel, and service practices.

The Board will take responsibility for its management, efficiency, continuity, and renewal.

### **Time Commitments for Alongsiders USA Board Members**

- To attend approximately four meetings per year. (Our legal status requires that board members attend the annual meeting in particular.)
  - To come to the board meetings prepared, having read all relevant material.
  - As needed, read relevant books and articles to understand Alongsiders, its mission, and its bylaws.
- To visit an Alongsiders movement in the developing world at least once every 2-3 years to become familiar with what is happening on the ground and to report back to the Alongsiders USA stakeholders.

We also invite Board Members to get involved in other projects or committees.

### **Objectives of Alongsiders USA Board**

(in collaboration with Alongsiders International Leadership Team)

- To define, periodically refine, and sustain the mission and purpose of Alongsiders USA, in keeping with the priorities of Alongsiders International.
- To develop, implement, and review policies that help Alongsiders USA work toward its mission.

- To ensure that the organization conforms to all legal requirements of nonprofit corporate law and to the obligations it has undertaken.
- To identify, secure, and steward adequate financial resources to fulfill the stated mission.
- To act as ambassadors for the organization to the community.
- To support the International Leadership Team.

### **Specific Roles for Board Members**

#### **Chair**

- Provides leadership to the Board by chairing meetings, mobilizing Board Member involvement, and initiating an evaluation of the Board's effectiveness.
- Prepares the Board's agenda with input from Board Members and the senior staff.

#### **Treasurer**

- Gives regular reports to the Board on the financial state of the organization.
- Keeps financial reports on file.

#### **Secretary**

- Ensures that accurate minutes of every meeting are kept, and keeps organized the minutes as well as the organization's bylaws.
- Communicates with Board Members to announce meetings, and keeps a record of all Board correspondence.
- As required, signs official documents of the organization and files amendments to the bylaws and other incorporating documents.

### **Additional Info**

The American Board of Directors is responsible for the oversight and leadership of the American charity. The link between Alongsiders in the USA and Alongsiders International is via **Alongsiders International Inc.** As Directors of the Alongsiders International Inc. (our American Charity), you will automatically become a Member of Alongsiders International (our international entity is registered in Singapore). At Alongsiders International Members you represent the interests of the American Charity and its constituency on an international level.

The requirements of being a Member at the international level are simple, to vote once a year by proxy or in person at the Alongsiders International AGM (similar to a church context where members have voting power and elect elders).