

Board Member Job Description

- Board terms are for two (2) years. Board members generally serve two or three terms and no more than four consecutive terms before rotating off the board. A year of service shall run January 1 through December 31. Terms shall be staggered so that not all directors' terms expire at the same time
- There are no less than 7 Board members, four of whom are officers
- Approximately six (6) meetings are held per year, usually on the third Thursday of the month at noon, lunch is served.

Board members must:

- Be fully committed to the mission; become knowledgeable about all facets of Alzheimer's Services
- Understand the primary Corporate documents (Bylaws, Articles of Incorporation, Financial Reports)
- Attend all Board meetings (*two meetings can be missed in a calendar year*) and there is an expectation of attendance at official functions
- Offer special skills, talents or services
- Accept Committee assignments and be willing to chair or serve on at least one Committee
- Support all fundraising efforts through the Benevon model (as a team member or Memories in the Making Luncheon, Donor Cultivation & Thank You calls), register for the Walk/Run to Remember or chair a team, and introduce interested parties to the organization
- Participate in the search and employment of the Executive Director in the event of a vacancy
- Act as an ambassador for Alzheimer's Services, invite 10-15 guests to the Cause to Remember (CTR) informational sessions annually, offer testimony or host one CTR/year and host a Table at the annual Memories in the Making luncheon for at least two years
- Review and understand the Benevon Sustainable Funding Model (101 materials)
- Make a financial commitment to the organization (recommended \$1,000/year or Rosemary commitment)