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## Board of Directors Job Description

*Please note: All prospective Board members must undergo a criminal background check.*

### Desired Characteristics, Perspectives, and Skills/Expertise:

- Strong commitment to civil rights
- Strong community connections to Marin City and/or Canal
- Strong community connections to Vallejo, Fairfield, or Sonoma County
- Experience in civil rights, possibly combined with legal expertise in fair housing issues
- Strong fundraising experience/connections
- P/R and/or marketing experience
- CPA or strong financial background
- Influential/many contacts/potential donors
- Cross-section of people who have experienced discrimination
- Knowledge of/interest in services in Sonoma, Contra Costa, Solano Counties (jurisdictions we serve)

### Board Responsibilities:

- Ensure fiscal health and stability of the organization
- Maintain high quality program
- Hire, evaluate, terminate the Executive Director
- Oversee legal obligations: contacts, payments, reports
- Revise agency mission and establish policy directives as needed

### Expectations of Individual Board Members:

- Commitment to mission and purpose of FHANC
- Time and energy (2-6 hours/month)
  - Attend 10-12 regular monthly evening board meetings
  - Serve on a minimum of one Board committee
  - Attend and support Board projects, including annual fundraiser
- Make a cash contribution of significance to yourself
- Offer skills pertinent to the work of FHANC
- Make linkages and connections, and leverage on behalf of FHANC
- Participate in fundraising
- Represent FHANC positively and actively to the community
- Continue to learn and receive training on the role of Board members

In exchange, we hope you will learn from your involvement with our Board and meet new friends, while contributing to our community and the important work we do.



*A local non-profit helping communities eliminate housing discrimination*

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SE HABLA ESPAÑOL - NẾU CẦN GIÚP ĐỠ BẰNG TIẾNG VIỆT NAM XIN LIÊN LẠC SỐ: (415) 847-2747