**GBPC Board Member**

**Job Description**

**Board Term of Office:** All members of the GBPC Board of Directors may serve up to 2 years.

**Introduction:** The GBPC Board of Directors is the legal authority and has charge of effective governance in matters of policy, finance, programs, volunteers and advocacy. The board itself is governed by the bylaws of GBPC.

**What is expected of you in your role as a board member:**

* Serve the board, attend the board meetings (in person or online), develop a working knowledge of governance and promote the values and mission of the GBPC
* Assist the board in making sound decisions, seeking out all relevant information before deciding, and supporting the board decisions that have been made
* Monitor the effectiveness of the bylaws, policies and manuals in achieving the objects of the GBPC and propose improvements
* Contribute to the development and execution of the GBPC strategic plan
* Pre-read the materials for the board, membership and other meetings you attend
* Assist with some of the special events and promotion of GBPC
* Notify the Chair, if you cannot attend a scheduled meeting
* Approach other board members if you need assistance or training in your role
* Notify the Chair if you are unable to fill your role and help find an agreeable solution
* Report any potential for conflict of interest immediately to the board executive
* Comply with the Board Code of Conduct
* Graciously resign from the board position if you are no longer able to fulfill these expectations
* A Member at Large will serve a 2-year term

**Time requirements:**

* The board meets approximately every 4-6 weeks
* Work involves approximately 1-2 hours per week

**Skills required:**

* Computer skills
* Organizational skills
* Communication and collaboration skills

**Date of Original Approval**: December 12, 2023