



## **Executive Board President**

In addition to presiding over board and executive committee meetings, the board president has a variety of responsibilities. As “chief volunteer,” the president works with the CEO, executive board, staff and community to further the organization’s mission. A president influences how the board uses its time, the selection of board members and its future leadership. Anyone taking on this role must be committed to the organization and must understand the scope of energy and time required to effectively do the job.

### **Expectations**

The president is expected to review and understand the organization's articles of incorporation and by-laws, policies and procedures, financial and legal situation, and strategic plan. As the board ambassador, the president acts as a spokesperson to the larger community. The president speaks in public on behalf of the organization and advocates for the cause. By modeling appropriate behavior, the president sets high standards for board conduct and intervenes if conflicts of interest or confidentiality issues arise.

### **Duties**

Working with the board's governance committee, the president recruits new board members whose vision aligns with the organization. The president appoints committee chairs and serves ex officio on committees. The president is in charge of board member performance evaluations and succession planning, and plays a crucial role in new board member orientation. The president also creates opportunities for continuing education for board members and mentors the president-elect .

### **Vision and Fund Raising**

Strategic planning and fund raising are vital to the success of any non-profit organization. The president works with the CEO to make sure board resolutions are carried out. Together, they set the agendas which are focused on key strategic issues. The president is also expected to take the lead in raising funds by making personal contributions and asking board members to do the same. Presidents attend or even help to organize social functions to raise funds and maintain visibility in the community.

### **Skills and Qualities**

Many characteristics combine to make a successful board president. They include demonstrated community leadership; being respected by board members, the CEO and key stakeholders; able to lead the board in handling difficult issues; and, the ability to communicate, listen and seek input from others. The president should feel comfortable delegating. Strong group dynamic skills are essential to keep meetings running smoothly and to deal with any conflicts that may arise.