

NSIP Board of Directors
BOARD MEMBER JOB DESCRIPTION

The NSIP Board of Directors is the governance team for the corporation. The primary purpose of the Board of Directors is to ensure that the corporation achieves its Mission and Vision. Duties supporting that purpose include:

1. Establish policies:
 - a. Board business – how the board carries out its tasks, board member conduct and ethics, effective communications, role of officers, meeting management, board committees, monitoring board performance, etc.
 - b. Board-staff relationships – delegation to the Executive Director, accountability of the Executive Director, and the performance review of the Executive Director
 - c. Corporate success – clearly specifying what the corporation is to achieve, as articulated in the mission and vision, and clarifying board and staff accountability for that success
 - d. Financial Sustainability – Ensure that NSIP revenue adequately meets the operational needs
 - e. SAM Process Quality
 - i. Ensure NSIP implementation w/fidelity improves
 - ii. Ensure NSIP tools improve
 - iii. Ensure that the quality of work of TTC's, Implementation Specialists & NSIP staff improves
 - iv. Increase professional development opportunities
 - f. Promotion of Scale & Sustainability
 - i. Promote & oversee the plan for transition in leadership to minimize disruption to NSIP operations or services
 - ii. Improve communications & marketing about SAMs
 - iii. Promote research on the SAM process
 - iv. Promote continued innovation & improvement of all aspects of the SAM process
2. Hire an Executive Director who will be most able to achieve corporate success within the limitations established in board policy while maintaining constructive working relationships with those necessary to achieve success.
3. Adequately and fairly compensate the Executive Director and honor all provisions of his or her contract.
4. Establish clear performance expectations for the Executive Director and hold the Executive Director accountable for day-to-day management of the corporation and for the corporation's success.
5. Provide regularly scheduled opportunities for constructive feedback on Executive Director performance and on the Board's performance, with the input of the Executive Director.
6. Establish and implement an annual plan for monitoring corporate success and corporate compliance with its policies; assume public and personal responsibility for the success of the corporation.
7. Review fiscal reports and annual audit, submitted by the Executive Director, and ensure alignment of resources with the corporation's indicators of success.
8. Serve as advocates for the interests of SAM/principal teams.
9. Direct clients with complaints, problems or issues to the Executive Director.
10. Engage in professional development individually and collectively to improve in effective governance.
11. Serve as an advocate for SAM development, expansion and sustainability.
12. Perform other actions as a full board that may be required by law.
13. Participate in an annual self-evaluation, establish annual goals, and gather evidence to determine whether those goals are met.