

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 goals and that it avoids unacceptable actions and situations. Duties supporting that purpose include:

1. Establish policies in four main areas:
 - a. Conduct of 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 monitoring the performance of the Executive Director
 - c. Defining corporate success – clearly specifying what the corporation is to achieve and clarifying board and staff accountability for that success
 - d. Executive limitations – policies that place clear restrictions on the Executive Director’s and staff’s autonomy in pursuing success
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; then adequately and fairly compensate the Executive Director and honor all provisions of his or her contract.
3. 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.
4. Provide regularly scheduled opportunities for constructive feedback on Executive Director performance and on the Board’s performance, with the input of the Executive Director
5. 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. Establish and implement a system for ensuring appropriate management oversight of the corporation.
6. Review and adopt the budget submitted by the Executive Director and align resources with the corporation’s indicators of success.
7. Serve as advocates for the interests of SAM/principal teams.
8. Direct clients with complaints, problems or issues to the appropriate corporation office.
9. Engage in professional development individually and collectively to improve in effective governance.
10. Serve as an advocate for SAM development, expansion and sustainability.
11. Perform other actions as a full board that may be required by law.