



## Love INC Board Member Roles and Responsibilities

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### **Spiritual**

Practice the spiritual disciplines of scripture reading, prayer and reflecting individually and corporately. As board seek the mind of Christ in these disciplines they lead as servants out of the integrity of who they are.

### **Legal**

Ensure legal and ethical integrity and maintain accountability. By adhering to legal standards and ethical norms, the board protects Love INC from legal action, promotes a safe and ethical working environment, and safeguards the integrity of Love INC as it pursues its mission.

### **Financial**

Develop an annual budget, oversee financial expenditures, manage assets, and put financial controls in place.

### **Resource Development**

Develop and implement a fund-raising plan to ensure adequate resources. Identify and solicit funds from external sources of support.

### **Personnel**

Appoint, supervise, encourage and remove the executive director. Approve wages and benefit plans, approve personnel policies, and delegate authority to subcommittees.

### **Planning**

Approve program and service plans, ensure adherence to the Love INC mission, and develop long-range and strategic plans with staff. As stewards, boards must actively participate with staff in an overall planning process and assist in implementing the plan's goals.

### **Continuity**

Identify, nominate and train new board members to perpetuate Love INC. Upon conclusion of a term, leave detailed and organized information to pass on to new board members.

### **Policy and decision making**

Prayerfully make major decisions with an emphasis on policies that affect clients, program services, fundraising, and financial matters.

**Marketing and Public Relations**

Represent Love INC, along with staff, to churches, the community, funders, and the public at large.

**Evaluation**

Monitor services to clients and client satisfaction, conduct an annual performance review of the executive director, evaluate the board's performance, and ensure Love INC operates consistently with its mission.