

XYZ Library

Member of the Board of Directors

Mission

XYZ Library's mission is to...

For more information, please XYZ's website at www.xyz.org.

Position

The Board will support the work of XYZ Library and provide mission-based leadership and strategic governance. While day-to-day operations are led by XYZ Library's Director, the Board-Director relationship is a partnership, and the appropriate involvement of the Board is both critical and expected. Specific Board Member responsibilities include:

Leadership, governance and oversight

- Establish policies and long term goals for the library
- Serving as a trusted advisor to the Director as s/he develops and implements XYZ Library's strategic plan
- Reviewing agenda and supporting materials prior to board and committee meetings
- Approving XYZ Library's annual budget, audit reports, and material business decisions; being informed of, and meeting all, legal and fiduciary responsibilities
- Strives for adequate funding levels for library operations and maintains a clear picture of the library's financial position
- Contributing to an annual performance evaluation of the Director
- Assisting the Director and Board Chair in identifying and recruiting other Board Members
- Serving on committees and taking on special assignments
- Becomes informed about the services offered by the library and promotes those services in the community
- Ensuring XYZ Library's commitment to a diverse board and staff that reflects the communities XYZ Library serves

Fundraising

XYZ Library Board Members will consider XYZ Library a philanthropic priority and make annual gifts that reflect that priority. So that XYZ Library can credibly solicit contributions from foundations, organizations, and individuals, XYZ Library expects to have 100 percent of Board Members make an annual contribution that is commensurate with their capacity.

Qualifications

This is an extraordinary opportunity for an individual who is passionate about XYZ Library's mission and who has a track record of board leadership. Selected Board Members will have achieved leadership stature in business, government, philanthropy, or the nonprofit sector. His/her accomplishments will allow him/her to attract other well-qualified, high-performing Board Members.

Ideal candidates will have the following qualifications:

- Commitment to provide the best library service to the community
- An abiding interest in the library and the community; knowledge of the political climate of the community
- Readiness to devote time and effort to the duties of trusteeship
- Personal qualities of integrity, credibility, and a passion for improving the lives in XYZ Library's community

Service on XYZ Library's Board of Directors is without remuneration, except for administrative support, travel, and accommodation costs in relation to Board Members' duties.