



BOARD OF DIRECTORS POSITION DESCRIPTION

Purpose	<p>The board of directors for Prevent Child Abuse Habersham, Inc. (PCAH) contributes to the development of organizational policies to accomplish PCAH's mission of preventing child abuse and neglect in all forms before it occurs. The board:</p> <ul style="list-style-type: none"> • Secures adequate resources for the agency to fulfill its mission • Monitors the finances, programs and performance of the agency • Serves as an ambassador for the agency in the community • Provides a governance function while allowing agency employees to carry out operational functions • Maintains a competent board by establishing prerequisites for candidates, orienting new members and evaluating their own performance • Ensures legal and ethical integrity in order to adhere to legal standards and ethical norms
Term	<p>Except as otherwise provided in Article VIII hereof, in regards to Officers each Board member may serve as a Director one (1) three (3) year term. Each successive three (3) year term is renewable by a majority vote of the board.</p>
Meetings	<p>Meetings are held from 8am-9am in a conference room at the Cornelia, Hampton Inn. The 2016 schedule of meetings & events is:</p> <ul style="list-style-type: none"> ✓ January 15th-Meeting ✓ January 25th-Annual Benefit-Yonah Mountain Vineyards ✓ March 18th-Meeting ✓ April 16th-Pinwheels for Prevention Awareness Day-Wilbanks Middle School ✓ May 20th-Meeting ✓ August 19th-Board Retreat-TBD ✓ October 21st-Meeting ✓ November 18th-Annual Meeting
Responsibilities	<p>Directors agree to:</p> <ul style="list-style-type: none"> • Attend board meetings regularly and review relevant materials prior to each meeting • Follow the bylaws, policies, and board resolutions • Serve on at least one board committee • Actively participate in PCAH's fundraising efforts and special events • Make a meaningful personal financial donation to PCAH • Be an ambassador for PCAH by informing professional, community and personal contacts about PCAH and its mission • Ensure effective organizational planning in line with PCAH's mission • Strengthen and monitor PCAH's programs and services • Ensure adequate resources and manage resources effectively • Ensure legal and ethical integrity including avoidance of any conflict of interest • Recruit and assist in orienting new board members • Maintain confidentiality about all internal matters of PCAH