Board of Trustees Position Description

The Board will support the work of Eden Autism and provide mission-based leadership and strategic governance. While day-to-day operations are led by Eden's Chief Executive Officer (CEO), The Board / CEO relationship is a partnership, and the appropriate involvement of the Board is both critical and expected. Specific Board Member responsibilities include:

Leadership, Governance, Oversight

- serving as a trusted advisor to the CEO as s/he develops and implements Eden's strategic plan;
- reviewing outcomes and metrics created by Eden for evaluating its impact, and regularly measuring its performance and effectiveness using those metrics; reviewing agenda and supporting materials prior to board and committee meetings;
- approving Eden's annual budget, audit reports, and material business decisions; being informed of, and meeting all, legal and fiduciary responsibilities;
- contributing to an annual performance evaluation of the CEO;
- assisting the CEO and Board chair in identifying and recruiting other Board members;
- partnering with the CEO and other Board members to ensure Board resolutions are carried out;
- serving on committees or task forces and taking on special assignments;
- representing Eden to stakeholders; acting as an ambassador for the organization;
- ensuring Eden's commitment to a diverse Board and staff that reflects the communities Eden serves.

Fundraising

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

Board Terms/Participation

Eden's Board members will serve a three-year term to be eligible for re-appointment for one additional term. Board meetings will be held quarterly and committee meetings will be held in coordination with full board meetings.

Qualifications

This is an extraordinary opportunity for an individual who is passionate about Eden's mission and who has a track record of Board leadership. Ideal candidates will have the following qualifications:

- extensive professional experience with significant leadership accomplishments in business, government, philanthropy, or the nonprofit sector;
- a commitment to and understanding of Eden's beneficiaries, preferably based on experience;
- savvy diplomatic skills and a natural affinity for cultivating relationships and persuading, convening, facilitating, and building consensus among diverse individuals;
- personal qualities of integrity, credibility, and a passion for improving the lives of Eden's beneficiaries.

Service on Eden's Board of Directions is without remuneration, except for administration support travel, and accommodation costs in relation to Board members' duties.