



Board of Directors Job Description

Governing Body

The Board of Directors of FailSafe-ERA, hereinafter referred to as FailSafe, serves as the governing body of FailSafe. Each member of the Board assumes the responsibility to initiate and establish the policies governing FailSafe.

Responsibilities of the Board as a whole are to:

- Determine the mission and vision of FailSafe and see that FailSafe fulfills its stated aims and purpose;
- Develop and review the goals, strategies and action plan that define how and what FailSafe must accomplish in order to achieve its vision;
- Understand and comply with FailSafe's Articles of Incorporation and Bylaws;
- Comply with laws relating to not-for-profit entities;
- Develop, execute, evaluate, and approve FailSafe's policies, plans and budgets;
- Approve the annual budget, review quarterly financial reports and appoint the audit committee;
- Establish committees, task forces and working groups as necessary, to guide and assist FailSafe in implementing its mission;
- Approve the Nominations Committee;
- Abide by the code of Conduct and Conflict of Interest Statements contained in the FailSafe Policies and Procedures Manual; and
- Maintain a working knowledge of the affairs, policies and assets of FailSafe.

Responsibilities of individual Board member are to:

- Advocate for the mission and vision of FailSafe;

- Attend and actively participate in all Board meetings and conference calls as necessary, in their entirety;
- Ensure that information that is confidential or privileged (i.e., not publicly) is not disclosed inappropriately;
- Express one's opinion during discussion and debates, and speak with one voice regarding the final decisions of the Board;
- Commit to a financial strategy that includes support through annual allocated contributions and additional income as available;
- Accept, attend and fulfill committee assignments on one or more standing committees;
- Transact all such other business in the interest of the membership that may from time to time come before the Board;
- Serve as a role model for FailSafe membership by annually renewing one's membership and to support FailSafe based on one's capacity to give and to provide tangible and ongoing support of FailSafe programs;
- Attend all FailSafe Board meetings; and read and study meeting materials in advance of the meeting and to maintain a familiarization with the bylaws.
- Participate in periodic meetings held via conference or video calls, as scheduled by the Chair.
- Attend and support major events; and serve as ambassadors.
- Pay annual dues of \$200.

If for any reason, I find myself unable to carry out the above duties, I agree to resign my position as a Board member/officer

Agreed to this _____ day of _____, 20__.

Board Member

Name: _____

Signature: _____