

## **Board Member Position Description**

### **Vision and Mission:**

Occupy Madison Inc. (OMI) is a 501(c)(3) membership group with an elected Board of directors.

Vision: A non-profit membership organization dedicated to creating a participatory, nonhierarchical, democratic community where people with or without safe, stable housing can live and/or work cooperatively to relieve poverty and promote dignity, safety, stewardship and sustainability.

Mission: To join together to create a more humane and sustainable world, one tiny idea at a time.

### **Composition:**

The Board of Directors is elected by OMI members. The Board of Directors shall serve without pay and consist of 7 to 13 members.

### **Goal:**

The members of the Board of Directors are collectively responsible to ensure effective and fiscally-sound programs and operations by providing vision, leadership, advice, and direction to the members, stewards, and volunteers of the organization.

### **Qualifications:**

- Commitment to the mission and vision of the organization
- Specific experience or knowledge in fundraising, outreach, organizational development or a field related to the organization's programs and services
- Ability to work in a team
- Adequate time availability

### **Responsibilities:**

- Understand the roles, responsibilities, and liabilities of serving on the Board.
- Prepare for each Board meeting by reading material distributed prior to the meeting.
- Attend all regular and special Board meetings and participate in the proceedings.
- Serve actively on at least one committee or workgroup
- Maintain knowledge of current programs of the organization.
- Participate in the fundraising efforts of the organization.
- Be accessible, at least by phone or E-mail to members of the Board, and committee or Workgroup members.
- Contribute at least six hours per month by attending Board and workgroup/committee meetings, participating in Board-related activities, fulfilling workgroup/committee assignments, donor visits, etc.
- Fulfill commitments within the agreed-upon deadlines.
- Be loyal to the organization.
- Hold in confidence any proprietary information given to Board Members.