



## **Board Member Job Description**

### **EXPECTATIONS OF THE BOARD AS A WHOLE**

The mission of MAHRA is to lead, support and advocate on behalf of its members in the creation and preservation of sustainable and inclusive communities.

The purpose of MAHRA is:

- To enhance the efficiency and effectiveness of members and to facilitate the exchange of views;
- To monitor and advocate relevant federal and state legislative and regulatory issues that impact housing and community development and to initiate the development of public policies through the committee process;
- To communicate effectively with members, media, government, and others concerning issues related to housing and community development;
- To encourage, develop, and provide educational programs to enhance the professional development, technical skills, and efficiency of housing and community development employees and organizations;
- To develop, analyze, and disseminate information on housing and community development and related fields;
- To recruit and retain members and provide services;
- To strengthen MAHRA ability to serve its members;
- To work with other organizations and to aggressively develop coalitions and collaborative efforts to accomplish NAHRO mission;
- To continuously strengthen the Chapter's internal management and operations and to effectively utilize human, organizational, and financial resources to maximize the achievement of MAHRA's mission and goals.

### **EXPECTATIONS OF INDIVIDUAL BOARD MEMBERS**

Each individual board member is expected to:

- Know the organization's mission, policies, programs, and needs
- Faithfully read and understand the organization's financial statements
- Serve as active advocates and ambassadors for the organization and fully engage in identifying and securing the financial resources and partnerships necessary for MAHRA to advance its mission
- Leverage connections, networks, and resources to fully achieve MAHRA's mission
- Help identify professional connections that can benefit the organization's fundraising and reputational standing, and can influence public policy
- Prepare for, attend, and conscientiously participate in board meetings
- Participate fully in one or more committees

### **BOARD MEMBERS ARE ALSO EXPECTED TO**

- Follow the organization's bylaws, policies, and board resolutions
- Maintain confidentiality about all internal matters of MAHRA



## Board of Directors Nomination Form

**Please email this completed form by April 15, 2020 to MAHRA Nominating Committee via Diane Dressler at [Diane@CommunityLifeResources.com](mailto:Diane@CommunityLifeResources.com)**

*I recommend the person listed below be considered for nomination to serve on the MAHRA Board of Directors:*

Name \_\_\_\_\_

Agency \_\_\_\_\_

Job Position \_\_\_\_\_

Work Address \_\_\_\_\_

City, State, Zip \_\_\_\_\_

Work Phone \_\_\_\_\_ Email \_\_\_\_\_

**Why are you recommending this person? (in no more than 3 sentences)**

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Recommended by \_\_\_\_\_ Date \_\_\_\_\_

**\*\*For nominating committee use\*\***

Contacted on: \_\_\_\_\_

Confirmed: Yes No

Additional Notes: \_\_\_\_\_

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