



Assistance League of Phoenix
Member of the Board of Directors
Position Description

Expectations of the Board as a Whole

The mission of Assistance League of Arizona is to improve the lives of children through philanthropic programs that fulfill basic needs, foster self-esteem and enhance quality of life.

As the highest leadership body of the organization and to satisfy its fiduciary duties, the board is responsible for:

- determining the mission and purposes of the organization
- selecting and evaluating the performance of the chief executive
- strategic and organizational planning
- ensuring strong fiduciary oversight and financial management
- fundraising and resource development
- approving and monitoring the organization's programs and services
- enhancing the organization's public image
- assessing its own performance as the governing body of the organization

Expectations of Individual Board Members

The Board will support the work of Assistance League of Phoenix (ALP) and provide mission-based leadership and strategic governance. While day-to-day operations are led by ALP's chief executive officer (CEO), the Board-CEO relationship is a partnership and the appropriate involvement of the Board is both critical and expected. 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 the organization to advance its mission
- leverage connections, networks, and resources to develop collective action to fully achieve the organization’s mission
- give a meaningful personal financial donation
- help identify personal 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
- follow the organization’s bylaws, policies and board resolutions
- sign an annual conflict-of-interest disclosure and update it during the year if necessary, as well as disclose potential conflicts before meetings and actual conflicts during meetings
- maintain confidentiality about all internal matters of the organization

Qualifications

This is an extraordinary opportunity for an individual who is passionate about ALP’s mission and who has a track record of board/volunteer/organizational leadership. Selected Board Members will have achieved leadership stature in business, government, philanthropy or the nonprofit sector. His/her accomplishments will allow him/her to attract other well-qualified, high-performing Board Members.



Ideal candidates will have the following qualifications:

- Extensive professional experience in business, government, philanthropy or the nonprofit sector
- A commitment to and understanding of ALP's beneficiaries, preferably based on experience
- Savvy diplomatic skills and a natural affinity for cultivating relationships and persuading, convening, facilitating, collaborating and building consensus among diverse individuals
- Personal qualities of integrity, credibility and a passion for improving the lives of ALP's beneficiaries
- Ability to participate collaboratively, engage in healthy conflict and support group decisions once decision is reached

Service on ALP's Board of Directors is without remuneration, except for administrative support, travel and accommodation costs in relation to Board Member's duties.