



## **Entire Advisory Board Responsibilities:**

1. Supporting the Mission, Vision, Values and Goals of the organization.
2. Contributing expertise to help ensure the health and success of the organization, including advising on programs, helping with organizational planning, and keeping abreast of policy issues that could affect the organization.
3. Identifying funding opportunities for sustainability for Family SHADE and funding opportunities for collaboration between member organizations.
4. Staying informed about the programs, target audiences, its services and supports in order to serve as ambassadors for the organization and to provide connections and exchange of information to the membership.
5. Providing support and advice to staff, assist in the development of new services, identify best practice standards, and participate in outreach activities.

## **Individual Advisory Board Members Responsibilities:**

1. Establishing as a high priority attendance at all meetings of the board, committees and task forces.
2. Coming prepared to discuss the issues and business to be addressed at scheduled meetings, having read the agenda and relevant background material.
3. Acting in a respectful and courteous manner in all interactions and understanding the function of the advisory board is to provide advice and support, not govern or direct staff.
4. Ensuring activities are in the best interest of Family SHADE while recognizing members' priority to their individual organizations and families.
5. Serving on a committee and/or volunteering for assignments and fulfilling responsibilities within a reasonable timeframe.