

# Board Chair

**Position summary:** The chair of Revitizing Veteran's Dreams (ReVD) Board of Directors has all the responsibilities of a board member and leads the overall Board of Directors in fulfilling the board's roles in governing the organization and championing the mission.

## Major Responsibilities:

- Set the tone for the board and serve as a role model for board members, encouraging a healthy board culture.
- Chair meetings of the Board, ensuring meetings are organized, productive, and on mission.
- Encourage effective and equitable participation of board members, making sure all members have a voice and stay engaged.
- If the Chair is not able to attend a board meeting, arrange for the Vice Chair to facilitate the meeting.
- Develop board meeting agendas with the Executive Director/Founder.
- Meet regularly with the Executive Director/Founder to discuss issues confronting the organization and to serve as a thought partner with the Executive Director/Founder.
- Oversee Board performance, development, and fundraising.
- Lead strategic planning and implementation.
- Helps guide and mediate Board actions with respect to organizational priorities and governance concerns.
- Recruit, train and mentor new Board members.
- Work with the Executive Director/Founder to ensure a flow of information to and from the Board.
- Perform other responsibilities assigned by the Board.

## Ambassador Responsibilities:

- Speak and represent on behalf of ReVD at events, meetings, and media
- Represent the organization in the community. Cultivate relationships from personal and or professional networks that support the organization's mission.
- Participate in fundraising efforts.
- Attend the annual conference and fundraisers, act as an ambassador, and volunteer to assist in activities.

**Length of Term:** Two years, which may be renewed for one additional two-year term if the officer is still eligible to serve on the board, pending approval of the board.

**Time Commitment:** Three hours per month on average in addition to the time committed for general board duties (3-4 hours), for a total board commitment of 6-7 hours per month.