

Board Member Criteria & Expectations – Revised Dec. 2023

Eligibility

A Philanos board member must be:

- An active member or staff member of a Philanos affiliate in good standing or a representative of the women's philanthropic community
- Involved currently or previously with Philanos programs, committees and/or conferences
- A woman or identify as such.

Expectations

A Philanos board member is expected to:

- Commit to Philanos' mission, purpose, goals, policies, programs, and services and be familiar with all content and resources on the Philanos website.
- Maintain a distinct relationship with Philanos and its Board, separate from your role in your affiliate.
- Disclose any conflicts of interest in a timely fashion.
- Attend the annual in-person Board retreat, usually 3 days/2 nights in June or around a regional conference, except years in which a national Conference is held. Unless there is funding available from grants or other contributions, expenses for airfare, hotel and some food are the responsibility of the Board member.
- Attend monthly 1.5 hour board meetings except in July and December unless extenuating circumstances require another meeting or meetings.
- As possible, attend affinity group sessions, and monthly webinars, held the 2nd Tuesday at noon ET, or watch recordings. Each Board member is expected to be familiar with all resources offered to affiliates.
- Attend the Philanos Conference, usually 3 days/2 nights. Board members are responsible for their travel and hotel expenses, and the conference registration fee unless otherwise advised.
- Chair or participate on a Philanos committee and/or serve as an officer. Be willing to take on leadership positions and ad hoc assignments as needed (i.e. Conference facilitator role or ad hoc committees).
- Make an annual financial contribution, to the best of her ability, to further support the operations of Philanos. Philanos encourages all Board members to contribute, an indication to prospective funders of the full Board's commitment.
- Assist in fundraising and other development efforts with corporations, individuals, foundations and other potential sponsors.
- Know Philanos' strengths and needs for volunteers and Board members, and support the Governance Committee's work to seek and cultivate future leaders.

A Philanos board member will follow this Code of Conduct:

- Respect the confidentiality of privileged Board information.
- Bring goodwill and a sense of humor to the Board's deliberations.
- Prepare for and participate in relevant meetings and activities such as answering questions in the member-to-member forum.
- Read, understand, and question as appropriate financial statements to fulfill the board's fiduciary responsibility.

By signing below I acknowledge that I have read and understand my responsibilities.