

BOARD OF TRUSTEES

Member Job Description

MISSION

The mission of the New Jersey Coalition Against Sexual Assault (NJCASA) is to promote the compassionate and just treatment of survivors, their loved ones and significant others, foster collaborative relationships between community systems, and affect attitudinal and behavioral changes in society as we work toward the elimination of sexual violence against all people.

THE ROLE OF TRUSTEES

Individual Board members are expected to attend all Board meetings and actively participate in them. They also should serve on one standing committee and on ad hoc committees as needed. They also may want to serve as Board officers, when asked. Finally, Board members have the responsibility to make annual contributions to the Coalition, according to their means, to fulfill their proper role as Board members and to act in the best interests of the public trust and individuals and families the Coalition serves.

The power and authority of the Board of Trustees resides in the body, not in the individual members. Individual Board members do not have the authority over any staff members. Individual Board members that volunteer for operational responsibilities do so under the direction of the Executive Director and/or other appropriate staff, and are not acting in their capacity as Board members.

TRUSTEE REQUIREMENTS AND EXPECTATIONS

- ❖ Trustees must be current NJCASA Allied or Program members.
- ❖ The term of office is three years, beginning January 1, unless the member is filling an unexpired term of another member.
- ❖ Trustees are expected to do NJCASA work in-between Board meetings and serve on ad hoc committees when necessary.
- ❖ A Trustee may be removed from a Board position for behavior that is contrary to the mission of NJCASA or for chronic non-attendance at meetings.

The duties of individual Board members include, but are not limited to:

1. Attending all Board meetings and supporting as many activities as possible, including special events and Board retreats.
2. Becoming knowledgeable about the Coalition.
3. Coming to Board meetings well prepared and well informed about the issues on the agenda.
4. Contributing to meetings by expressing her/his point of view.
5. Considering other points of view, making constructive suggestions and helping the Board make decisions that benefit the work of the Coalition.
6. Serving as an "ambassador" of the Coalition to individuals, the public and other organizations.
7. Supporting the Coalition through a personal financial contribution, making the Coalition a recipient of one of her/his top three charitable gifts.
8. Assuming Board leadership roles when needed.
9. Keeping the Executive Director informed concerning any activities done on behalf of the Coalition.
10. Participating in fundraising activities.