Updated 10/3/2022

**Board Member**

**Job Description**

**The Board of Directors**

The Board of Directors is designated in our By-Laws (posted on the web site) as the governing body of the NSITSP. Membership is defined at seven members, which may be altered by the Board of Directors.

Board members are elected for two-year terms. Ultimately, the board controls their own membership and may remove one of its members by a majority vote. Between elections, the board may fill any vacancies with an appointed member who will serve until the next election, and then stand for a full two-year term.

**Responsibilities of the Board**

The mission of the NSITSP is:

We provide pathways to establish high standards and ethics, and to improve the perception and credibility of the IT profession through actions driven by member engagements.

Our vision is:

To be the voice of the industry, defining the standards for professionalism in IT Services.

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

* Determining the mission and purposes of the organization
* Selecting and evaluating the performance of the executive director
* 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

Ultimately the board’s responsibility is to determine which programs are consistent with the organization’s mission and monitor their effectiveness.

The board is not involved in the daily activities or details of running the organization. That is the responsibility of the Executive Director.

**Responsibilities of Individual Board Members**

Members of the board are elected independent of one another. Leadership within the board (president, vice president, secretary, and treasurer) is determined by the board itself.

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
* Be a paid professional member and give a personal financial donation if able
* 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