

Responsibilities of the Board Chair

George Family Foundation (2015)

Oversee fulfillment of the mission and goals of the foundation:

- Make sure GFF is serving society effectively and fulfilling its strategic and organizational goals
- Periodically revisit the mission, operating principles, “Constitution” of the GFF
- Be a spokesperson with influential audiences in focus areas of key interest
- Engage with activities that involve promoting the GFF “brand” (PR, written materials, etc.)
- Regularly review strategic plan for alignment with the mission and goals
- Maintain strong relationships with a few key grantees who are also thought partners
- Remain au courant as to where broader movement is taking place in our focus areas
- Engage in internal and external discussions of particular interest or importance, as appropriate

Create a board culture in which board members are knowledgeable, appropriately engaged, and contributing to the GFF:

- Provide information of importance to the board outside of board meetings
- Genuinely seek input on how the board will operate/be structured
- Involve board in high level questions about the future direction of the foundation
- Educate new board members on what it means to be a good board member of the GFF
- Assure that GFF board is following best practices for boards of its type and size

Ensure the GFF is well managed:

- Select talented operational head of foundation, provide on-going feedback and development opportunities, evaluate his/her leadership, compensate appropriately
- Partner with ED/President on high level matters, leaving operational decisions to him/her
- Assess ED/President’s performance annually
- Participate in decisions about personnel hires/structure of the office to ensure alignment with GFF culture and goals
- With the ED/President, review the budget and investment performance on a quarterly basis
- Ensure that policies and procedures are current and follow best practices for a foundation of our size.