

NONPROFIT BOARD BOOT CAMP WORKSHOP

“A nonprofit board of directors is responsible for defining the organization’s mission and for providing overall leadership and strategic direction to the organization. A nonprofit board actively sets policy and ensures that the organization has adequate resources to carry out its mission. The board provides direct oversight and direction for the executive director and is responsible for evaluating his/her performance. A nonprofit board also has a responsibility to evaluate its own effectiveness, in upholding the public interest(s) served by the organization.” – Guidelines & Principles for Nonprofit Excellence

Nonprofit boards need to strengthen their skills, engagement, and leadership to adapt to increasing demands of this rapidly evolving environment. NAM’s Board Boot Camp workshop offers essential training for new and experienced board members, providing them with practical information, resources, and tools that they can use right away to further their organizations’ missions.

OVERARCHING GOALS

- Knowing which hat you’re wearing
- Adhering to duties of Care, Loyalty, and Obedience
- Understanding that the partnership between the executive director and board determines direction and sustainability of organization

FRAMEWORK: Nine Responsibilities of the Board

1. Determining the mission
2. Establishing the vision and strategic direction
3. Monitoring programs and service delivery
4. Assuring legal and bylaws compliance
5. Overseeing the organization’s finances and protecting its assets
6. Fundraising
7. Community relations
8. Selecting, supporting, and evaluating the executive director
9. Building the competency of the board

AUDIENCE

Nonprofit Board members or Executive Directors/CEOs who:

- Are new to nonprofit governance
- Wonder whether the board is covering all its bases
- Want to help make the board better and they’re not sure what steps to take
- Despite their passion for the organization, are feeling disengaged and/or untapped as a board member

(sample agenda on next page)

WORKSHOP AGENDA

Part I: Mission & Vision; Meaningful Engagement

- Nonprofit organization lifecycles & nonprofit board stages
- Mission, vision, & strategic goals
- Board oversight vs. management
- Community relations
- Fiduciary, strategic, & visionary thinking

Part II: Board Structure & Committees; Finances, Compliance & Risk Management

- Committees
- Reviewing bylaws
- Sarbanes-Oxley Implications for nonprofits
- Financial systems/Role of finance committee
- Form 990
- Financial management responsibilities: board vs. staff
- Risk & crisis management

Part III: Recruitment & Team Building; Continuous Improvement & Evaluation

- Board member recruitment, onboarding, & evaluation
- Fundraising expectations
- Board Chair – E.D. relationship
- Succession planning
- Basic board assessment and action planning
- Improving board meetings