



**Shared Capital  
Cooperative**

## **Board of Directors Job Responsibilities**

On behalf of the membership, provide overall direction for the Fund in its work to achieve its mission.

Support the decisions of the Board. In every aspect related to the Fund, board members should act to support, preserve, protect and defend the Fund and the decisions of its Board of Directors and to maintain confidentiality regarding Board business and discussions.

Actively participate in the work of the Board, including:

- prepare for and attend meetings of the Board
- be a participating member of at least one standing committee of the Board
- be a member of the Fund, either as an individual or as a member of an organizational member of the Fund
- other duties as determined necessary by the Board of Directors

Serve on at least one board committee and carry out the functions of the committee as outlined in the committee descriptions. Committees are:

- Executive Committee
- Finance Committee
- Loan Committee
- Other committees as deemed necessary

Provide fiscal oversight to the Fund, including engaging a CPA for an annual audit of the Fund.

Carry out strategic planning to ensure the health, stability and continuity of the mission of the Fund.

Set goals and priorities for the Fund and review their progress on a regular basis.

Promote membership in the Fund. Communicate with existing members and develop new members.

Develop leadership and accountability in the Board of Directors of the Fund.

Actively support the cooperative principles.