

Board Member Description

The Board of Directors is legally responsible for all activities of the Marathon County Alcohol & Other Drugs (AOD) Partnership Council, Inc. The AOD Board has responsibility for establishment and execution of organizational policy and procedures, approving and monitoring the organization's budget, as well as determines organizational goals and strategic direction.

Board Expectations:

- Participate in the strategic direction of the AOD Partnership
- Prioritize goals and objectives into an action plan
- Report progress of the AOD Partnership to my organization
- Share my organization's concerns/ideas with the AOD Partnership
- Develop policies, procedures and ground rules to govern the AOD Partnership
- Respect differing viewpoints and encourage others to do the same
- Represent the AOD Partnership at community/partner meetings and events
- Engage my organization in the implementation of AOD Partnership initiatives
- Serve as a conduit for the development of sustainable resources
- Prepare for, and actively participate in meetings on a regular basis
- Epitomize the *AOD Partnership Prevention Principles*
- Act as an ambassador to promote the AOD Partnership mission/vision when and wherever possible
- Be prepared for meetings by reviewing meeting materials and agenda items
- Commitment to reducing the burden of substance abuse in Marathon County
- Disclose any conflicts of interest as it related to organizational business
- Utilize discretion and protect confidentiality (where appropriate)
- Responding to concerns or communications in a timely matter
- Board members shall contact Chair or staff member if unable to attend. If no notification is given, it will be considered an unexcused absence
- Participate in a Board and Staff Evaluation Annually

Time Commitment:

- Active participation in Board meetings (AOD Partnership meetings are optional).
 - Note: If unable to physically or electronically attend, the expectation is to provide leadership and feedback as requested. Failure to participate in a minimum of 75% of meetings may result in removal pending review from peers on the AOD Partnership Board per the organizational by-laws.
- Participation in AOD Partnership or Board-level Short Term Action Team (or STAT) to further the organizational mission. Participation could mean liaison, share data/resources, attend meetings – not necessarily lead the STAT.
- Ability to serve the entire elected term, barring unforeseen circumstances where the relationship can be terminated upon mutual accord. Term limits are as follows:
- Vice Chair – 3 Years Commitment, with transitions to Chair (Yr 2) and Past Chair (Yr 3)
- Board at large, secretary and treasurer – 2 Year Commitments, on an alternating schedule

I understand and agree with the responsibilities & expectations as stated above.

Signature: _____ Date: _____