**The Philanthropy Connection**

**Board Member Expectations and Guidelines**

**Champion** the work of the organization, represent The Philanthropy Connection in the community, help to recruit new and diverse members, and broadly share our mission to inspire, teach, and enable women to engage in collective philanthropy. In summary, be an ambassador for TPC.

**Engage** in the work of leading TPC. TPC has only 1 part-time administrator and, as a result, it is almost exclusively volunteer-led and volunteer-managed. As such, each Board member is expected to provide active leadership to the Board and the organization through participation on at least one committee in addition to either: a) leading a committee (as chair or co-chair); b) leading a subcommittee; or, c) functioning as a captain or finance lead on a grant team. These leadership roles are in addition to engaging in and contributing to other Board work. Certain TPC committees (e.g., grants, membership, education, etc.) tackle a significant amount of work during busy times of the year and their associated co-chairs’ work is a commensurately heavy lift.

**Strengthen** our efforts to provide high-impact grants to nonprofit organizations that improve the quality of life for low-resourced individuals and families in Massachusetts. Each Board member is required to participate on a grants team in her first year as a Board member if she hasn’t already done so as a general member. Subsequently, we highly encourage participation on a grants team as a regular member or team leader in order to have a connection to our core work, contribute to the process and be a visible presence to our member-led teams as well as the organizations that seek to become grantees.

**Govern** by attending at least 75% of scheduled Board meetings (typically 10 -12 annually). Adhere to established Board norms and participate in all activities of the Board, including long-range planning, nonprofit Board governance, Board and Board member self-evaluation, conflict of interest disclosures, and ad-hoc needs that arise. Board members should attend board meetings having fully reviewed committee reports and other documents prepared for review or update.

**Attend** our Annual Grant Awards event, represent TPC at a minimum of two TPC events per year across the selection of New Member orientations, TPC Lunch and Learn events, Philanthropy Dialogues, and special events. In addition, we encourage Board members to attend Volunteer Days, events of our funding partners and grantees, and to host or co-host TPC events.

**Commit** to be a Board member for 3 years (2 years if a Young Philanthropist) with the potential to be asked to recommit for an additional 3-year term (or two 2-year terms if a YP) with a 6-year term cap for any Board member, understanding that there may be individual or TPC circumstances that preclude one’s ability to participate for her full term. Annually, a Governance Committee member will contact each member to ensure that the commitment is working for both the member and TPC.

**Contribute** by financially supporting the organization through stated membership investment. Our membership fees cover less than 50% of our expenses and we fundraise to support the balance; as a result, and because it is important to current and potential funders, we request that our Board members make TPC a philanthropic priority, and, solely to the extent they are able to do so, we encourage Board members to contribute additional funds and/or introduce us to funders who may potentially make contributions either directly or through in-kind services.