



RESPONSIBILITIES OF A DIRECTOR

- Know and effectively articulate the mission, purpose, goals, policies, and programs of OUTBermuda.
- Attend at least 75% of all board meetings and committee meetings times per year. Also, aim to attend all OUTBermuda events.
- Chair and/or participate in at least one board committee.
- Commit time, thought, and effort to OUTBermuda.
- Participate in establishing and enforcing organisational policies.
- Accept responsibility for OUTBermuda's financial accountability.
- Make an annual financial contribution according to personal means.
- Participate in OUTBermuda fundraising activities in a variety of ways.
- Identify friends and associates who might be prospective donors or board members.
- Participate in hiring and periodic evaluation of OUTBermuda's Executive Director.
- Support and advise the Executive Director as appropriate.
- Participate actively in assessing OUTBermuda performance and setting its strategic goals and objectives.
- Represent OUTBermuda to the community.
- Invite OUTBermuda staff to speak at group meetings you attend — religious, professional associations, service groups.
- Avoid conflicts of interest.
- Maintain confidentiality of all OUTBermuda board meetings.



DIRECTOR STATEMENT OF UNDERSTANDING

As a Director of OUTBermuda, I am fully committed and dedicated to the mission and have pledged to carry out this mission. I understand that my duties and responsibilities include the following:

1. I commit to an initial term of 3 years serving on the Board.
2. I am fiscally responsible, with other Directors, for this organisation. I will know what our budget is and take an active part in reviewing, approving, and monitoring the budget and fundraising to meet it.
3. I am legally responsible, along with other Directors, for this organisation. I am responsible to know and oversee the implementation of policies and programs.
4. I accept the bye-laws and understand that I am morally responsible for the health and well-being of this organisation.
5. I will give what is for me a substantial financial donation; my best gift. I may give this as a one-time donation each year, or I may pledge to give a certain amount several times during the year.
6. I will actively engage in fundraising for this organisation in whatever ways are best suited for me. These may include individual solicitation, undertaking special events, writing mail appeals, and the like. I am making a good-faith agreement to do my best and to raise as much money as I can.
7. I will actively promote OUTBermuda, encourage and support its staff, and work in concert with the Board of Directors and any Board Committees I may join.
8. I will attend board meetings, be available for phone consultation, and serve on at least one OUTBermuda committee. If I am not able to meet my obligations as a Director, I will offer my resignation.
9. In signing this document, I understand that no quotas are being set, and that no rigid standards of measurement and achievement are being formed. Every Director is making a statement of faith about every other Director. We trust each other to carry out the above agreements to the best of our ability.

Signed: _____

Date: _____

Name: _____

Position: Director