

### **LeadingAge Kansas Mission**

To assist members to provide outstanding services and supports to older Kansans in the place they call home, through advocacy, education and networking.

### **LeadingAge Kansas Vision**

LeadingAge Kansas will be the recognized leader, trusted voice and knowledge resource for aging services in Kansas.

### **LeadingAge Kansas Core Values**

Commitment

Quality

Innovation

Relationship

Integrity

## **LEADINGAGE KANSAS**

### **Responsibilities of the Board of Directors as a Whole**

The Board of Directors holds primary responsibility for LeadingAge Kansas. In that role it is accountable to the law, to the members of LeadingAge Kansas and to all stakeholders. To assure the well-being of the organization, the Board has responsibility for the mission, for assuring strong staff leadership, for compliance with law and regulation, and for the sustainability and forward momentum of LeadingAge Kansas.

The LeadingAge Kansas Board of Directors is accountable to:

- LeadingAge Kansas members
- The people to whom LeadingAge Kansas members provide supports and services
- Business and collaborative partners
- Sponsors and other funders
- The greater Kansas community
- Local, state and federal laws and regulations
- Ethical values and principles

The LeadingAge Kansas Board of Directors carries primary responsibility for the present and future of LeadingAge Kansas. Its specific responsibilities include, but are not limited to:

- Establishing and periodically reviewing and revising as needed the vision, mission and core values of the association
- Assuring that LeadingAge Kansas connects with members and other stakeholders so that relationships are maintained and needs and opportunities are identified and met
- Developing strategy and plans for the future (in partnership with the staff)
- Assuring compliance with applicable laws and regulations
- Hiring, evaluating, compensating (and, if necessary, terminating) the President/CEO
- Assuring the association's financial well-being and sustainability
- Assuring that the association operates ethically and meets its obligations

## **LeadingAge Kansas Board Member Job Description**

**Term of Office:** Three years. May serve two consecutive terms. If filling an unexpired term, eligible for two additional consecutive three year terms.

**Qualifications:** Members of the Board should have proven abilities in not-for-profit aging services leadership, be of sound judgement, good moral character, and have an understanding and appreciation of association activities. Members should be articulate, provide evidence of leadership skills and capabilities, and demonstrate personal skills such as integrity, enthusiasm, critical thinking, decision-making and follow-through.

**General Responsibilities:** Members of the Board are responsible for governing, developing policies for operation, strategic planning, and the overall effectiveness and financial stability of the association.

### **Specific Responsibilities:**

1. Understand the mission, vision, values and strategic priorities of LeadingAge Kansas and use them in decision making as a board member.
2. Be familiar with, and participate in, the programs and services of the association.
3. Prepare in advance for board meetings.
4. Attend all board meetings, except in very rare instances.
5. Actively and respectfully participate in board meetings, providing insight, expertise and perspective.
6. Serve on board committees or other association work groups as time permits and according to expertise and interests.
7. Participate in hiring and periodic evaluation of the chief executive.
8. Support and advise the chief executive as appropriate.
9. Participate in board member orientation.
10. Support the LeadingAge Kansas Foundation, by making a financial gift each calendar year according to individual personal means.
11. Make it a priority to attend, and encourage others to attend, the association's major conferences and events.
12. Share expertise and insights regarding potential board members, associate members, sponsors, and feedback to improve member experience.
13. Serve as an advocate for the association with elected officials and others within their circle of influence.
14. Fulfill commitments within agreed-upon deadlines.
15. Adhere to high ethical standards including good-faith board decision making.
16. Maintain confidentiality and avoid conflict of interest as put forth in the separate "Confidentiality and Conflict of Interest" acknowledgement.
17. Understand and approve governance and other significant policies.
18. Be familiar with our financial status and be a good steward of our resources.
19. Communicate effectively and respect the diverse opinions of others.