

Board of Directors

Our Board of Directors provides leadership, direction and oversight for our local, independent affiliate of Habitat for Humanity. **It is a governance board, not an operational one, which means that Board members aren't expected to carry out the day-to-day operations.** We have an excellent staff who implements our strategic and operational plans and works hard to make our vision a reality. The Board works closely with the Executive Director to ensure that we do our best work possible in pursuit of our mission. **Board members are key advocates, thought leaders and ambassadors** and act responsibly as the organization's steward.

Commitment

- **Commitment to the mission:** Work in good faith with staff and other board members as partners toward achievement of our shared goals. Believes in Habitat's mission and values and considers them as a framework for all decisions.
- **Attendance:** Attend at least 75 percent of board meetings, committee meetings, and special events. The Board meets monthly by Zoom.
- **Build and sustain a competent board.** Recruit candidates, help orient new members and regularly evaluating board performance and areas of needed improvement.

Oversight

- **Fiduciary responsibility:** Participate in approving all policies that guide the organization, its governance and its work. Adhere to legal standards and ethical norms. Board members are responsible for monitoring the organization's income and expenses, and reviewing and approving the annual budget.
- **Preparation for meetings:** Stay informed about the organization's priorities and initiatives. Ask questions and request information to understand the issues at hand.
- **Involvement at meetings:** Participate in and take responsibility for making decisions on issues, policies, and other matters. Board members do not stay silent if they have questions or concerns. Board members are required to excuse themselves from discussions and votes where they have a conflict of interest.
- **Planning:** Help establish short- and long-term goals. Assist with the development and evaluation of a strategic plan and in implementing and monitoring the plan's goals.
- **Select, support and evaluate the Executive Director:** The Executive Director is hired by and directly accountable to the Board of Directors through its elected board chair. The Board is responsible for defining the Executive Director's responsibilities and, when a vacancy arises, undertake a careful search to find the most qualified individual for the position. The Board should ensure that the Executive Director has the moral and professional support he or she needs to further the goals of the organization.

Support

- **Personal gift.** Make a personal financial contribution at a level that is meaningful to you, based on your personal budget and capacity. As a leader of the organization, we are grateful to Board members for making Habitat a philanthropic priority.
- **Fundraising.** Share the names of prospective donors, assist in cultivation activities, make solicitation visits and stewardship calls. Participate in the planning and marketing of special events. Carry out other resource development activities consistent with their own skills and contacts and the needs of the organization.
- **Advocacy:** Help interpret the organization's work and values to the community and act as an ambassador. In turn, Board members also help interpret our constituencies' needs and values to the organization, speak out for their interests and hold the organization accountable. Board members may be asked to represent Habitat at meetings or events.
- **Involvement on committees:** Serve on standing or project-based committees.

Required attributes

- **Integrity.** Tells the truth and is described by others as honest; consistently takes responsibility for own actions. Does not deflect accountability for governance concerns or problems onto others but rather seeks to find collaborative solutions.
- **Credibility.** Acts in accordance with stated values, has credibility and is trustworthy in the eyes of colleagues, donors and volunteers.
- **Compassion.** Shows genuine concern for others. Develops relationships with neighborhood residents, community organizations and stakeholders. Serves as an ambassador to engage and inspire people within and outside Habitat.
- **Courage.** Acts decisively to tackle difficult problems; perseveres in the face of problems; takes the lead on unpopular though necessary actions.

Process

To be considered for Board membership, please visit habitatcd.org/board to submit a Board interest form and resume.

Once we receive your interest form, we will be in touch within two weeks to discuss next steps. Candidates may be invited to meet with a member of our nominating committee and/or our Executive Director to learn more about the Board's role in Habitat's work. Candidates will then be invited to attend a Board meeting before their nomination is brought to the Board.

Board members are typically elected to a three-year term, which may be renewed once for a total of six consecutive years of board service.

Habitat welcomes people from all walks of life to partner in creating a better community for everyone who lives here. Residents from our focus neighborhoods are encouraged to apply (Albany's South End, Sheridan Hollow and Arbor Hill neighborhoods and North Central Troy.)