



Board Member Job Description

1.0 Mission Statement

Heat Wave of Florida, Inc. is committed to bringing education to any and all youth with a passion for music and the marching arts. We aim for the betterment of self-confidence, the furtherance of integrity, and continued cultivation of the ability to understand community. These standards are taught in an activity that intertwines physical mastery and artistic potential.

2.0 Expectations of the Board

As the highest leadership body of the organization and to satisfy its fiduciary duties, the board is responsible for

- Determining the mission and purposes of the organization
- Selecting and evaluating the performance of the executive director
- Strategic and organizational planning
- Ensuring strong fiduciary oversight and financial management
- Fundraising and resource development
- Approving and monitoring the organization's programs and services
- Enhancing the organization's public image
- Creating and nurturing a network of alumni
- Assisting its own performance as the governing body of Heat Wave of Florida

3.0 Expectations of Individual Board Members

Each individual board member is expected to

- Know the organization's mission, policies, programs, and needs
- Faithfully read and understand the organization's financial statements
- Serve as active advocates and ambassadors for the organization and fully engage in identifying and securing the resources and partnerships necessary for the organization to advance its mission
- Leverage connections, networks, and resources to develop collective action to fully achieve our mission
- Help identify connections that can benefit the organization's fundraising and reputational standing, and can influence public policy
- Prepare for, attend, and conscientiously participate in board meetings
- Participate fully in one or more committees

Board members are also expected to

- Follow the organization's bylaws, policies, and board resolutions
- Faithfully read and understand the organization's financial statements
- Sign an annual conflict-of-interest disclosure as well as disclose potential conflicts before meetings and actual conflicts during meetings
- Maintain confidentiality about all internal matters of the organization