

(Name of Organization)

**Sample
Board Member Commitment Form**

The Board of Directors exists to secure and promote the financial, legal and ethical well being of the organization and to ensure that it fulfills its mission.

As a member of the Board of Directors of [name of nonprofit], I understand that I have a *duty of care* to always work in the best interests of the organization, a *duty of loyalty* to put the good of the organization first and avoid any conflicts of interest and a *duty of obedience* to be faithful to the central goals of the organization and follow its governing documents.

In furtherance of these commitments and responsibilities I will put forth my best individual effort to:

- Attend, fully prepare for, and diligently participate in board meetings, committee meetings and special events.
- Make an annual personal financial contribution at a level that is commensurate with my financial means.
- Actively participate in helping to develop resources for the organization.
- Act in the best interests of the organization, and excuse myself from discussions and votes where I have a conflict of interest.
- Strive to keep abreast of trends, issues, and current developments that may affect the organization.
- Stay informed about what is going on in the organization, asking questions and requesting information as needed. I will participate in and take responsibility for making decisions on issues, policies and other board matters.
- Actively voice my opinions and concerns, and open-mindedly consider everyone else's opinions and concerns, in all board decision making. I will trust that we all share a constant passion for this organization's mission.
- Exercise my authority as a board member only when acting in a meeting with the full board or when appointed by the board.
- Represent the organization in a positive and supportive manner at all times.
- Bring a sense of humor and active listening to my participation in meetings.

- Work collaboratively with staff and other board members as partners toward achievement of our goals.
- Strictly maintain the confidentiality of all privileged or sensitive information provided to me to safeguard the organization’s reputation and integrity, as well as the privacy rights of individuals and donors connected with the organization and the Board. I accept this principle as one that should survive my period of board service.

If I do not fulfill these commitments to the organization, I will expect the board chair to discuss my responsibilities with me.

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In turn, I expect the organization to be responsible to me in the following ways:

- Providing me with regular financial reports and analyses and updates on significant organizational and personnel activities.
- Providing me with opportunities to discuss important organizational issues with the board chair and executive director as appropriate.
- Offering me opportunities for professional development as a board member.
- The staff and board members will respond in a straightforward fashion to questions that I feel are necessary to carry out my responsibilities to this organization. Board members and staff will work with me in good faith toward achievement of our goals.

If the organization does not fulfill its commitments to me, I can call on the board chair to discuss the organization’s responsibilities.

I certify by my signature that I understand the foregoing expectations that accompany my board service and will do my best to live up to them as a member of the Board of Directors of (Name of Organization).

Name

Signature

Date

Note: Subsequent to its adoption by the Board of Directors, this Statement will be provided to all continuing and prospective Directors-nominees as appropriate.