**Board Member Agreement**

I, ­­­­­­\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_, understand that as a member of the Board of Directors of the Center for Victims of Torture, I have a legal and moral responsibility to ensure that the organization does the best work possible in pursuit of its goals. I believe in the purpose and mission of the organization, and I will act responsibly and prudently as its steward.

As part of my responsibilities as a board member:

1. I will interpret the organization’s work and values to the community, represent the organization, and act as a spokesperson if requested to do so.
2. I will attend and be an active and prepared participant in at least two-thirds (2/3) of regular board meetings each year, and will also attend committee meetings, and special events.
3. I will participate as an active member in at least one Committee or ask Force.
4. I will make a personal annual financial contribution at a level that is meaningful to me, and CVT will be among my four most significant annual donations.
5. I will actively participate in one or more fundraising activities as requested.
6. I will act in the best interests of the organization and excuse myself from discussion and votes where I have a conflict of interest.
7. I will stay informed about what’s going on in the organization. I will ask questions and request information. I will participate in and take responsibility for making decisions on issues, policies, and other board matters.
8. I will work in good faith with staff and other board members as partners towards achievement of our goals.
9. If I don’t fulfill these commitments to the organization, I will expect the board chair to call me and discuss my responsibilities with me.

In turn, the organization will be responsible to me in several ways:

1. I will be sent, without request, periodic financial reports and an update of organizational activities that allow me to meet the “prudent person” section of the law.
2. Opportunities will be offered to me to discuss the organization’s programs, goals, activities, and status; additionally, I can request such opportunities.
3. The organization will help me perform my duties by keeping me informed about issues in the industry and field in which we are working and by offering me opportunities for professional development as a board member.
4. Board members and staff will respond in a straightforward fashion to questions I have that I feel are necessary to carry out my fiscal, legal, and moral (ethical?) responsibilities to this organization. Board members and staff will work in good faith with me towards achievement of our goals.
5. If the organization does not fulfill its commitments to me, I can call on the board president and executive director to discuss these responsibilities.

Signed:

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Member, Board of Directors

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Chair, Board of Directors

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Executive Director