

Chochmat Board Member Job Description

The Chochmat Board of Directors is comprised of members of our congregation who are dedicated to our mission to be a source of relevant and inspiring pathways into Jewish practice.

Board terms last for two years and board members can serve for up to three consecutive terms.

Expectations of the Board as a Whole

As the leadership body of Chochmat HaLev 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 and Spiritual Leaders
- Strategic and organizational planning
- Ensuring strong fiduciary oversight and financial management
- Fundraising and resource development
- Approving and monitoring Chochmat HaLev's programs and services
- Enhancing Chochmat HaLev's outreach to the broader community
- Assessing its own performance as the governing body

Expectations of Individual Board Members

Each individual board member is expected to:

- Be a member in good standing
- Know Chochmat's mission, policies, programs and needs
- Faithfully read and understand Chochmat HaLev's financial statements and ensure the Board fulfills its fiduciary responsibilities.
- Play an active role in securing the financial resources necessary for Chochmat HaLev to achieve its mission.
- Leverage personal relationships and connections to help the Fundraising committee and staff identify and solicit potential funders,
- Directly invest in Chochmat HaLev by making a personal contribution each year in addition to contributing to every fundraising effort

- Attend all Board meetings, trainings and retreats
- Read board materials in advance of board meetings and come prepared to ask questions and participate in discussions.
- Serve on one or more committees and actively participate in committee work and to work at least 15 hours of volunteer time a year
- Attend at least one Chochmat HaLev service, class, or event each month
- Read the board emails to stay abreast of any discussion topics or changes in the board meetings