

Iowa Community HUB

Board of Directors

Roles and Responsibilities

POSITION TITLE: Board Member
REPORTS TO: Board Chairman
CLASSIFICATION: Volunteer
DATE APPROVED: January 2025

GENERAL FUNCTION: Operating under the Board of Directors' Bylaws, the Board will support the Iowa Community HUB's work by providing mission-driven leadership and strategic governance. While the HUB's President/CEO oversees day-to-day operations, the Board-HUB relationship is a partnership, with Board involvement being both essential and expected.

MISSION

Help initiate, expand, and sustain community health programs and services that address essential health needs and create lasting community impact.

VISION

We exist to build healthier communities by fostering statewide partnerships, expanding health access, and ensuring all Iowans have the opportunity to live a healthy life.

PURPOSE

The purpose of the Iowa Community HUB is to prevent and manage chronic disease across Iowa by connecting individuals of all ages, abilities, incomes and experiences, to community health programs and support, ensuring everyone has access to resources and opportunities to lead healthy lives.

BOARD ROLE

1. Comprehend and fully embrace the organization's mission, values, structure, policies, and programs.
2. Participate in an annual performance review of the President/CEO, providing constructive feedback and evaluation.
3. Actively participate in all board meetings, training sessions, and organizational events.
4. Champion the organization's dedication to diversity by supporting a board and staff composition that reflects the communities served.
5. Regularly review and assess key metrics to ensure alignment with the organization's strategic plan, performance goals, and impact objectives.
6. Serve as a representative and advocate for the organization by engaging with the community, promoting its mission, and fostering meaningful connections.
7. Stay informed about the organization's financial health, providing oversight and approval of budgets and financial policies.
8. Promptly disclose any actual or potential conflicts of interest as they arise throughout the year.
9. Collaborate with the President/CEO and other stakeholders by offering strategic insights, meeting deadlines, and diligently fulfilling responsibilities to enhance the organization's effectiveness and impact.

MEMBER RESPONSIBILITIES

- Know the organization's mission, vision, activities, and needs, and actively communicate these to the public, policy makers, and other decision-makers to enhance its impact and visibility.
- Prepare for, attend, and conscientiously participate in bimonthly (every other month) board meetings to support effective organizational planning and monitor progress toward goals.
- Faithfully read and understand the organization's financial statements, ensuring proper financial controls and accountability for resource management.
- Actively serve in at least one program area, committee, and/or task force to monitor and strengthen the effectiveness of the organization's programs and services.
- Be an active advocate and ambassador for the organization by leveraging connections, networks, and resources to build community support and fulfill the mission.
- Facilitate resource development by identifying and connecting the organization with potential funding sources, grants, or other resource opportunities.
- Uphold legal and ethical integrity by ensuring adherence to established standards and being attentive to potential risks.
- Participate in planning initiatives by gathering feedback from constituents, supporters, and stakeholders to align programs and services with community needs.

Board Member

Signature

Print Name

Date