

FPA Silicon Valley

Chairman of the Board

Job Description and Expectations

Purpose: Partners with the President in achieving the FPA's mission and vision; provides leadership to the Board of Directors.

Major responsibilities and events:

- Attends monthly board meetings (10 per year)
- Submit Agenda items, if any, to the Executive Director in a timely manner.
- Manages and ensures the submission of "Roadmap to Success" by March.
- Attends the regional President's Council meeting once a quarter, usually held in the East Bay.
- Discusses issues confronting the organization with the executive team.
- Participates in the monthly executive call.
- May participate in the annual strategic planning meeting usually held in November after the chapter meeting.
- Helps guide and mediate Board actions with respect to organizational priorities and governance concerns.
- Reviews with the President any issues of concern to the Board.

Length of term: One year.

Expectations of board members:

- Attend and participate in chapter meetings on a regular basis, and special events as able.
- Participate on ad-hoc committees as necessary.
- Be alert to community concerns that can be addressed by FPA SV mission, objectives, and programs.
- Help communicate and promote FPA's mission and programs to the community.
- Understand the policies and procedures of FPA SV.