**Company Name**



Street Address

Your City, ST ZIP

**YOUR PLACE IN THE COMPANY:**  **Member – Board of Directors**

**YOUR LEADER:** Organization Vision and Mission Statement

**WHO YOU LEAD, TEACH AND SUPPORT:** Chief Executive Officer (CEO)

**HOW YOU HELP THE COMPANY SUCCEED:** Provide direction and authority to enable the company to fulfill its vision and carry out the elements of the mission statement.

**MAIN RESULTS EXPECTED FROM YOU:**

* Support and inspire the vision of the organization.
* Authorize the mission of the organization to achieve the organizational vision.
* Maintain the integrity of the company in the market being served.

**MAIN WORK YOU DO:**

* Vet and select the Chief Executive Officer of the Company.
* Develop and review the Company’s strategic plans.
* Determine if Company is meeting strategic goals.
* Monitor the Company’s products, processes, and programs.
* Monitor the financial resources of the Company.
* Educate yourself as much as possible to benefit the future of the Company.
* Serve on various board committees or work on individual initiatives as the need arises.

The information above represents the **minimum** expectations for this position.

Please feel free to exceed those expectations.