



Lafayette Partners In Education Board Member Job Description

Purpose: To serve as a voting member of Lafayette Partners In Education Foundation Board to monitor the finances of the organization, fundraise for its programs, and evaluate its performance. As part of my responsibilities as a member of Lafayette Partners In Education Board:

1. I will act as a spokesperson in communicating the organization's work, values and mission to the School Staff, students, parents, alumni and community.
2. I will work with staff and other board members as partners in the implementation of the strategic plan initiatives and will participate in any of these sessions if called upon.
3. I will attend at least 75% of the scheduled yearly meetings of the Board. I will be well-informed on issues and agenda items in advance of meetings.
4. I will actively participate with at least one pre-established sub-committee as invited. I will attend and participate in at least 2 of the following special events:
 - a. Back to LPIE Party
 - b. Lafayette Art & Wine Festival
 - c. Lafayette Resevior Run
 - d. Annual Poker Party
 - e. Annual Major Donor Event
 - f. Annual Poker Party
 - g. Annual LPIE Gala
5. I will make an annual personal financial contribution through the Annual Giving Campaign. The goal is to have 100% Board participation. Each Board member will make a personal decision regarding the monetary amount of their annual contribution.
6. I will actively participate in one or more fundraising activities. Additionally, I will personally try to cultivate a minimum of 2 new donors, in coordination with the President and Executive Director.
7. I will assist in fund development initiatives and networking for special projects or fund drives such as a capital or endowment campaign.
8. I will act in the best interests of the organization, and excuse myself from discussion ad votes where I may have a conflict of interest.
9. I will agree to respect with absolute confidentiality all matters presented to the Board especially those dealing with the financial or personnel issues.
10. Participation will be evaluated yearly in June. If I am not meeting these commitments to the organization, I understand that the volunteer board president will contact me.

Time Requirement:



We anticipate that you will need to devote at least 20-25 hours a year to serve on this board. This includes attendance at Board meeting, committee meetings or the Board as required, and attendance at special events.

Term Limits:

The length of your term is three (3) years expiring in June. The term is renewable by invitation and mutual consent for an additional three (3) year term(s). Not to exceed nine (9) years.

Statement of Commitment

I understand the responsibilities and obligations expected of me as a member of the LPIE Board. I agree to serve for the term beginning _____ and ending _____. During that term I will actively and responsibly represent LPIE in the community.

Signature _____ Date _____

As a chairperson of LPIE, I understand my responsibility to honestly and fairly represent the responsibilities and obligations of board membership. I agree to provide ongoing communication and leadership to board members. My term will be three years, expiring in June.

Signature _____ Date _____