**TSC ALLLIANCE
BOARD RESPONSIBLITIES AND SUPPORT**

**YOUR RESPONSIBILITIES AS A BOARD MEMBER**

* Thoroughly prepare for, attend and thoughtfully participate in four Board of Directors’ meetings annually (one each quarter). Two of the meetings are face-to- face meetings and two of the meetings are by teleconference.
* Serve on a minimum of one standing committee or subcommittee. Two of the meetings are face to face in conjunction with the Board of Directors’ meetings and two of the meetings are by separate teleconference. Even if you are not on a particular committee or team, you are expected to respond to requests for assistance as needed.
* Contribute to the fund-raising efforts of TSC Alliance to meet its goals. Each member of the Board of Directors is expected to generate contributions to TSC Alliance that have a minimum value of at least $5,000 annually, either through fund-raising efforts or directly.
* Help build an effective Board of Directors by nominating at least one individual annually whom you believe will bring expertise to the Board and can make significant contributions to the Board and TSC Alliance. Suggest possible nominees for Board officer positions and participate in Board elections.
* Work together with your fellow board members to achieve the goals of TSC Alliance by (a) keeping yourself fully informed about the work and progress of TSC Alliance, (b) setting policies that act as the foundation for the staff of TSC Alliance, (c) developing and implementing strategic plans, (d) ensuring that our limited funds are used in the most effective way possible, (e) adopting and supporting a responsible annual budget, and (f) working in concert with the staff.
* Act in a manner that is consistent with your fiduciary responsibilities to the members and donors of TSC Alliance avoiding even the appearance of any conflicts of interest that might cause embarrassment and/or legal liability for the Board or TSC Alliance. Disclose any possible conflicts to the Board of Directors in a timely manner.
* Place the best interests of TSC Alliance first and foremost and support all Board decisions and policies upon adoption.
* Continually evaluate the performance of the Board as well as your own contribution to the Board and recommend and help implement improvements.
* Abide by the TSC Alliance Code of Ethics and Guiding Principles (see pages 3 and 4).
* Participation in the selection process of the TSC Alliance CEO. Provide support and leadership to the CEO that will assist him/her in effectively discharging their responsibilities. Assist in the planning process at the Board level and empower the CEO to realize the goals and objectives mutually agreed upon by the Board of Directors.
* Represent TSC Alliance as a leader in your geographic location (e.g. assist with public relations work in your area, be available to the membership of TSC Alliance and the press, attend or help organize TSC Alliance functions in your region).
* Make contact with your local volunteers. Support the Community Alliance leadership and volunteers with local fund-raising events, support groups, socials, retreats, etc.

**TSC ALLIANCE BOARD MEMBER CODE OF ETHICS**

Every member of the Board of Directors of the TSC Alliance has an obligation to abide by the legal, ethical and moral standards set forth below:

* Represent the interests of all those served by TSC Alliance and not favor special interests inside or outside of TSC Alliance.
* Remain focused on the mission of the organization and not on your personal agenda.
* Approach all Board issues objectively and constructively.
* Maintain the trust of those who elected or appointed you to the Board and of

those served by TSC Alliance.

* Exercise authority as a Board member only when attending a meeting with the full Board or when otherwise delegated to do so by the Board.

**TSC ALLIANCE GUIDING PRINCIPLES**

TSC Alliance is committed to operate and to deliver its programs so as to effect the following guiding principles:

* All actions must reflect the highest standard of integrity, candor and common decency.
* All decisions will be based on the merits, a sense of urgency and enthusiasm.
* All opportunities for collaboration and inclusion should be considered.