



## SHIR TIKVAH BOARD MEMBER RESPONSIBILITIES

Board membership at Shir Tikvah is an honor. We have an obligation to represent the Congregation in an exemplary fashion.

### ROLES:

- Articulate and pursue a long-term vision for the congregation
- Make policy
- Make informed decisions
- Responsible for financial oversight and well-being of the synagogue
- Act as an ambassador of the board to the congregation and the larger community

### EXECTIONS:

- Be a leader and a role model-lead by example
- Act with integrity and good judgment
- Expect to volunteer about 6-8 hours of volunteer time per month
- Serve on at least one congregational or board committee
- Attend services regularly
- Usher at least 8 times per year
- Host the Break the Fast at Yom Kippur
- Attend board and other meetings regularly (e.g. annual meeting, board installation, retreats, etc)
- Be involved in ST activities
- Be reliable and follow through on assignments
- Make calls welcoming new members
- Attend life cycle events of members (b'nei mitzvah, shiva, confirmation, graduation)
- Show thoughtful financial support of ST in accordance with one's means and encourage others to do the same
- Support the leadership team (lay and professional) to create a team
- Speak your mind in board meetings; however, speak with "one voice" publicly after a board decision is made
- Maintain board confidentiality
- Participate in board leadership development and orientations

### NORMS:

- Be on time to meeting and stay through the entire meeting
- Read your materials prior to the meeting and come prepared
- Listen attentively and be respectful of others
- Speak from the heart even as a minority opinion
- Allow for disagreement in discussions
- Respect others' time and the agenda
- Do not socialize during the meeting, but rather before or after
- Operate with Modified Roberts Rules of Order
- Be tolerant of diverse ways of practicing Judaism

"Let all those who occupy themselves with the leadership of the community do so only for the sake of heaven, for the merit of their ancestors will sustain them and their devotion, too, will endure forever." Pirke Avot 2:2