

GP #2: BOARD JOB DESCRIPTION

The job of the Board is to represent the members of First Unitarian Church of Wilmington in determining and requiring appropriate organizational performance.

Accordingly, the Board has the responsibility to:

1. Engage in continuous strategic planning practices to discern, develop, and communicate strategic direction and define initiatives to help the Congregation live its mission and achieve its vision.
2. Create and communicate the Church's Annual Vision of Ministry¹.
3. Be an initiator of policy, not merely a reactor to staff initiatives, and actively solicit Congregational input on policy. Write governing policies which, at the broadest levels, address:
 - a. *Ends*: Organizational products, impacts, benefits, outcomes, recipients, and their relative worth (what good for which recipients at what cost).
 - b. *Executive Team Limitations*: Constraints on executive authority that establish the prudent and ethical boundaries within which all executive activity and decisions must take place.
 - c. *Governance Process*: Specification of how the Board conceives, carries out and monitors its own tasks.
 - d. *Board-Executive Team Linkage*: Delegation of power and monitoring of its proper use; and the Executive Team's role, authority, and accountability.
4. Assure Executive Team performance (as individual members and as a team) against policies 4a and 4b.
5. Assure Board performance against policies 4c and 4d.
6. The Board shall be responsible for an annual performance review of the Senior Minister; while the Senior Minister, together with the Executive Team, shall be responsible for an annual performance review process for church staff.
7. Act as faithful stewards of the resources of the First Unitarian Society of Wilmington, including management of the long-term investments and capital funds as described in GP#9.
8. Review the First Unitarian Society of Wilmington By-Laws and propose revisions as appropriate to the congregation for approval.
9. Appoint and empower Board committees.

¹ Definition: The Annual Vision of Ministry consists of a listing of priorities, developed through a continuous strategic planning process that provides direction for the Executive Team, staff, and volunteers to move the church towards achievement of its values, mission, and ends. The Annual Vision of Ministry is the Board's short list of priorities to be accomplished in the forthcoming one to three years. It is the short-term product of the Board's strategic planning process. The Ministry Team (Executive Team, staff and volunteers) then translates the Board's Vision of Ministry into goals and objectives for the coming year.