

Marshalltown Area United Way

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United Way Board Member Duties & Responsibilities

The 18 Volunteer Board of Directors is the governing body and policy maker for the Marshalltown Area United Way, which raises funds for 28 human service agencies (34 programs) in Marshall County. Each Board member can serve two consecutive 3 year terms.

Duties and responsibilities include:

- * Attend monthly board meeting: Meets on the 2nd Monday of each month at 4:30 p.m. in the Board Room at the Coliseum (temporarily). Meetings usually last about 1 hour, except for during the allocation process and special discussions. A 75% attendance is expected.
- * May be asked to serve on various committees of the board of directors such as: Finance, Staffing, Nominating, Board Strategic Planning, and/or etc. All board members serve on Admissions/Allocations committee.
- * Will serve with another Board members as a Review Teams to several agencies. The purpose is to learn the agency's function and after receiving their budget, recommend an allocation dollar amount to the Allocation panel as part of the allocation process.
- * Be a good public advocate for United Way and help educate people about our local United Way and the services provided by our 28 supported agencies (34 programs).
- * Financially support the United Way during the annual campaign.
- * Board members are asked to be involved with and attend campaign events such as Campaign KICKOFF, Year-End Celebration & Recognition, and other special events during the campaign (Golf Outing, Power of the Purse, etc.).

TIME COMMITMENT:

- 1) Board meetings 1 or 1-1/2 hours per month (12 – 18 hours yearly) and Annual meeting (5-15 minutes) prior to the board meeting in April.
- 2) The Allocation process requires about 4-6 hrs to visit agencies and write reports and the allocation (3) meetings usually take an additional 12 hours annually.
- 3) If new agency(s) apply for Admissions, it usually requires 2-3 hours annually.

Total annual time commitment (approximately) 40-45 hours. This figure does not include special events during the campaign or additional committee meetings.