



PARTNERS FOR HEALTH TRUSTEE RESPONSIBILITIES & EXPECTATIONS

Partners for Health Foundation Board of Trustees work collaboratively with one another, staff, grantees, and other community-based stakeholders to support the Foundation's efforts to achieve its vision of thriving communities ensuring health for all. Trustees demonstrate a commitment to health equity, as well as continuous learning from those with lived experience to inform their decision-making.

Responsibilities

- Maintain a culture of respect for fellow Trustees and staff during meetings.
- Foster an inclusive environment for open communications, inquiry, and learning.
- Encourage the appreciation of diverse perspectives and opportunities for reflection.
- Work to increase diversity, equity, and inclusion across all Foundation functions. Participate in training programs to support and maintain cultural competency within the organization.
- Facilitate connections with well-aligned contacts that can help the Foundation achieve its goals and objectives.
- Serve as an ambassador for the Foundation in the community by sharing information about the Foundation's mission and vision.
- Prioritize the interests of the Foundation before personal and professional interests when making decisions on behalf of the Foundation.
- Ensure that the learning, grantmaking, and advocating efforts of the Foundation continue to align with the vision, mission, and the needs of members of the community who are most vulnerable to health inequities.
- Comply with all Board policies, including but not limited to policies to address: Confidentiality, Conflicts of Interest, and Media Relations.

Expectations

- Attend Board and Committee meetings (in person; or via phone or videoconference). The Board meets quarterly in March, June, October and December, starting at 6 PM. Special meetings of the Board are held on an as-needed basis. Less than 50% attendance at all Board and Committee meetings during any twelve-month period may make a Trustee ineligible for re-election.

- Attend an annual, full day Board Retreat (in person only), held in the first quarter of the year on a weekday starting at 8 AM.
- Actively serve on at least one Standing Committee of the Board.
- If unable to attend a meeting, assign your vote to another member of the Committee via proxy. This helps to ensure that a quorum is reached for the meeting.
- Thoroughly review materials that are distributed in advance of Board and Committee meetings, to be able to fully participate in discussion and votes. If at all possible, submit questions about any meeting materials, and especially grant proposals, to staff in advance of the meetings.
- Attend at least one site visit each year, even if you are not a member of the Grants Committee.
- Annually, participate in learning or relationship-building opportunities in the communities served by Partners for Health, and with agencies that work to support those most vulnerable to health inequities. These opportunities may include listening to a presentation from a community partner at a Board or Grants Committee meeting; attending community meetings; participating in listening sessions with agencies and serving as a volunteer in such an agency. It is recommended that Trustees participate in four (4) learning opportunities each year.
- Assist the Nominating Committee in identifying prospective candidates for the Board.
- If you have social media accounts, support the Foundation's efforts to amplify its work by liking or sharing its posts.
- On an annual basis, complete a Conflicts of Interest questionnaire, and Board Self-Assessment Survey.

Expectations for newly elected Trustees

- Complete all modules of the orientation program to be considered a fully onboarded Trustee.
- Serve on the Grants Committee for at least the first year of Board service, which is the best way to get acclimated to the work and core values of the Foundation.