

Board Member Job Description

Main Street Four Point Approach® – Governance



Purpose

Board Members provide governance leadership for the Main Street program by setting strategic direction, adopting Transformational Strategies, and ensuring accountability, financial stewardship, and long-term sustainability of the organization.

Leadership & Governance Responsibilities

- Serve as a fiduciary steward of the organization by upholding duties of care, loyalty, and obedience.
- Adopt and uphold the mission, vision, policies, and **Transformational Strategies** of the Main Street program.
- Focus on governance, strategy, and oversight rather than day-to-day operations or committee management.
- Participate in Board decision-making that guides implementation of the Main Street Four Point Approach®.
- Respect the distinction between Board governance, committee leadership, and staff management.

Board Engagement Responsibilities

- Attend and actively participate in Board meetings, with a minimum attendance expectation of 75% annually.
- Come prepared to meetings, having reviewed agendas and supporting materials.
- Participate in strategic planning, Board self-evaluation, and Board development activities.
- Complete Board orientation and required training within three months of appointment.

Committee & Program Support

- Serve on at least one committee and support committee work in alignment with Board-adopted priorities.
- Support committee efforts through guidance and expertise without directing committee operations unless formally assigned.
- If serving as a Committee Chair, fulfill all responsibilities outlined in the Committee Chair Job Description.

Conduct & Representation

- Act with integrity, professionalism, and respect toward fellow Board members, volunteers, staff, and partners.
- Avoid conflicts of interest and disclose any potential conflicts in accordance with Board policy.
- Support Board decisions once adopted and represent the organization positively at all times.
- Serve as an ambassador for the Main Street program within the community.

Commitment Expectations & Volunteer Obligations

- Maintain membership in the Main Street organization, if applicable.
- Serve a minimum of one Hardee County fair booth shift.
- Serve a minimum of 10 “Call for Volunteer” opportunities (event shifts, park decorating, banners, etc.)
- Commit to advancing the goals and priorities established by the Board.

Main Street Wauchula Board of Directors Application

Preliminary Information:

Applicant's Name:

Mailing Address:

Telephone:

Email Address:

Membership in community and other organizations:

<i>Organization</i>	<i>Dates</i>	<i>Activities</i>
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Brief biography:

Specific qualifications for Main Street Wauchula Board of Directors:

I, _____, verify that I have fully read the Board of Directors and/or Committee Chair job description as well as Commitment Pledge and understand my obligations to Main Street Wauchula should I be chosen to serve on the board.

Signature: _____ Date: _____