

FAIRHAVEN HOUSE DISCIPLESHIP PROGRAM

*"Clean and sober living
on the road to recovery..."*



Fairhaven House
P.O. Box 58512
Seattle, WA 98138
206-396-1995
www.fairhavenhouse.info

Richard D. Dover
President/Program Director
program@fairhavenhouse.info

Fairhaven House Board Members

Responsibilities of Non-Profit Board Members

There are certain responsibilities of board members of non-profits. This is regardless of the organization. Some of these responsibilities are:

Fiduciary Responsibility

All non-profits need board members who provide financial oversight. It is critical that board members make sure that the non-profit is operating fiscally responsible. Board members should ask the *hard questions* in regards to how funds are being spent.

Providing Professional Skills

Valuable board members are those will offer their professional skills (knowledge and expertise) to the organization. These board members should provide their skills on a voluntary basis-they should never be compensated, or in any way have the appearance of conflicts of interest.

Along with their professional skills, board members should be willing to help the organization to gain access to other professionals in their industry.

Board Members and Networking

Every board member has contact with a variety of individuals. Some of these people may be great assets to help the non-profit to fulfill its vision and mission. This includes, but not limited to, individuals who have the ability to support the non-profit in a financial manner.

Focused on the Vision, Mission, Objectives

Board members help to ensure that the non-profit stays focused on the vision, mission, and objectives of the organization. When the organization starts to get 'off track' board members

need to draw the organization back to its main goals.

Commitment to the Organization

Board members must be committed to the organization financially, in availability, and in providing valuable oversight. Board members need to be more than board members in title, but in actions.

A board member should never act in a way that is inconsistent with the organization's goals or in a way that appears they are a member for personal gain.

Financial Commitment and Fundraising

Board members should set an example by donating to the organization themselves. Board members should feel comfortable to help with fundraising. A non-profit board should have members who because of their influence, affluence, and expertise, are able to help in the raising of funds. The obtaining of donations is critical for non-profits.

Most non-profits set fund-raising goals for their board members.

Many grant providers want to know the level of board member donation participation. This is a strong indicator of the *health* of the organization.

Budgetary Process

Board members must be involved in the budgetary process to make sure that the organization is operating in a fiscally responsible manner and to ensure that all funds spent are for the purpose of fulfilling the vision, mission, and objectives of the organization.

Legal and Ethical Watchdog

Board members help to ensure the non-profit is operating in a legal and ethical manner. Board members are responsible to make sure the non-profit is operating within its Articles of Incorporation and Bylaws.

Public Relations

Board members should be involved with their local communities. This is a means to help make the community aware of the benefits the non-profit provides to the community. Involvement with local communities is a means for the organization to obtain additional supporters.

Fairhaven House Board Member Qualifications

The following are the qualifications that Fairhaven House requires for those who are board members of Fairhaven House. They must:

- Have a passion to help those who are trying to overcome and addiction.
- Agree with, and desire, to fulfill the responsibilities outlined for non-profit board members.
- Be a committed Christian that adheres to the Tenants of Faith that are listed in Article Four of the Fairhaven House Bylaws.

- Attending a local congregation and in submission to church leadership.
- Not have any type of addiction, including, but limited to, alcohol, drugs, gambling, pornography, food, and smoking.
- Believe that abstinence is the best practice in regards to alcohol, even if they do not struggle with alcohol addiction.
- Live a life of integrity and honesty.
- Be a visionary.

Current Needs of Fairhaven House

Fairhaven House is in need of additional board members. We are in need of board members who have one of the following skills:

- Fundraising-In the State of Washington much of the government financial assistance for ex-addicts has been terminated. When government assistance is not available to potential clients it is harder for Fairhaven House to have full occupancies. It is also harder for some existing clients to be able live in our homes. Thus in is becoming much more challenging for Fairhaven House to operate solely upon client membership dues-our main source of income.
- Accounting-Accounting/bookkeeping skills.
- Publicity-Publicity, marketing, and social networking skills to help others to become aware of the ministry of Fairhaven House.
- Communications-Able to clearly communicate orally and by written word to help communicate the vision, mission, and objectives of Fairhaven House.

Fairhaven House Advisory Board

Besides a Board of Directors, Fairhaven House has a non-voting Advisory Board. The Advisory Board is:

- Individuals that provide recommendations to the Board of Directors of how to best implement the vision, mission, objectives of Fairhaven House.
- Made up of individuals from a variety of backgrounds/skills that have the desire to see the purposes of the corporation fulfilled but do not have to meet all the requirements of a board member.

Apply to Become a Fairhaven House Board Member or Advisory Board Member

If you are interested in becoming a Fairhaven House Board Member or Advisory Board Member, please read Fairhaven House Bylaws (www.fairhavenhouse.info/pdf/Fairhaven-House-Bylaws.pdf) and send your resume to program@fairhavenhouse.info.