



Board of Directors Estimated Time Commitments

Tennessee Valley Coalition for the Homeless (TVCH) Board of Directors (BOD) will work with the Executive Director (ED) to support the practices and policies of the organization. The BOD provides strategic and mission-based governance, requiring approximately eight (8) hours of volunteer service per month. Volunteer service and governance spans a three-year term.

| Task | Duties | Estimated Monthly Effort (Hours) |
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| Monthly Board Meetings | Review meeting agenda and support materials; attend and actively participate in meetings | 1.5 |
| Oversight and Monitoring | Provide oversight and monitor TVCH strategic plan, program outcomes and effectiveness; review and approve program priorities (when necessary). Practice transparency and equity at every organizational level. | 1 |
| Financial and Legal Oversight | Work alongside ED to fulfill financial and legal obligations of the organization. Actions include but are not limited to supporting budgeting efforts, fundraising and resource development. | 1 |
| Performance Evaluation | Participate in performance review of the ED and participation in filling positional vacancy. *Performance review schedule as outlined in ED employment agreement | 1 |
| Board Staffing and Development | Plan and participate in recruitment and development to fully staff and diversify BOD. Participate in an annual retreat aimed to refresh BOD knowledge of TVCH practices, needs, and engage in education centering housing and homelessness. | 1 |
| Advocacy | Represent and promote TVCH and its commitment to the community by being visible and vocal champions of the organization. | 1 |
| Special Groups and Committees (as available) | Serve on at least one committee or special group. Meeting schedules are coordinated with all members of the committee or group. | 1.5 |
| Meaningful Contributions | Sponsor or give in various ways, including additional volunteer time, material donations, financial donations, and in-kind donations. Volunteer time contributions are valued at (**\$27.58**)/hr according to (x). | \$500 *minimum amount subject to discussion |

