
San Luis Valley Behavioral Health Group

Member of the Board of Directors

Board Chair

Purpose: To advise, govern, oversee policy and direction, and assist with the leadership and general promotion of the San Luis Valley Behavioral Health Group to support the organization's mission and values.

Vision: To Improve the quality of life for the residents of the San Luis Valley.

Mission: To provide access to quality behavioral health services that enrich lives and promote wellness. We are driven by a profound respect for human dignity and a desire to serve the underrepresented, the disenfranchised, and those who experience behavioral distress.

Values: see attached Values Statement

Position Overview:

The Board Chair serves as the leader of the Board of Directors, providing direction and support to ensure the organization achieves its mission and goals. The Chair presides over board meetings, collaborates with the Chief Executive Officer, and represents the organization to external stakeholders.

Key Responsibilities:

1. Leadership and Governance:

- Provide leadership to the Board of Directors in fulfilling its governance responsibilities.
- Ensure the board adheres to its bylaws and policies.
- Promote a culture of transparency, accountability, and ethical behavior.

2. Board Meetings:

- Preside over all board meetings, ensuring they are productive and efficient.
- Develop agendas in collaboration with the Chief Executive Officer and distribute them in a timely manner.
- Facilitate open and constructive discussions among board members.

3. Strategic Planning:

- In collaboration with the Chief Executive Officer, lead the board in strategic planning processes and ensure alignment with the organization's mission and vision.
- Monitor the implementation of the strategic plan and provide guidance as needed.

4. Board Development:

- Oversee the recruitment, onboarding, and development of new board members.
 - Conduct regular assessments of board performance and address areas for improvement.
 - Encourage active participation and engagement from all board members.
5. **Chief Executive Officer Support:**
- Serve as the primary liaison between the board and the Chief Executive Officer.
 - Provide support, guidance, and performance evaluation for the Chief Executive Officer.
 - Ensure there is a clear understanding of roles and responsibilities between the board and the Chief Executive Officer.
6. **Fundraising and Resource Development:**
- Lead board efforts in fundraising and resource development activities.
 - Participate actively in donor cultivation, solicitation, and stewardship.
 - Ensure the organization has the necessary resources to fulfill its mission.
7. **Financial Oversight:**
- Work with the board and staff to ensure financial stability and sustainability.
 - Review and approve annual budgets, financial statements, and audit reports.
 - Ensure compliance with legal and regulatory requirements.
8. **Advocacy and Representation:**
- Represent the organization to external stakeholders, including donors, partners, and the community.
 - Advocate for the organization's mission and programs in public forums and media.

Qualifications:

- Demonstrated leadership experience, preferably in a non-profit or community-based organization.
- Strong understanding of governance, strategic planning, and financial oversight.
- Excellent communication and interpersonal skills.
- Ability to facilitate group discussions and build consensus.
- Commitment to the organization's mission and values.

Meetings and time commitment:

- The Board Chair is expected to dedicate a significant amount of time to board duties, including attending regular board meetings, committee meetings, and organizational events.
- The Board of Directors meets monthly on the last Tuesday of the month, at 5:00 pm, at the Alamosa San Luis Valley Behavioral Health Group location, with an option to join the meeting remotely via Zoom. Meetings typically last 2-4 hours.
- Committees of the board meet an average of four to six times per year, pending their respective work agenda.

- Board members are asked to attend several special events per year as they are determined. CBHC Conference, Board Appreciation Christmas Dinner, Employee Recognition Luncheon, Annual Strategic Plan Retreat, and Health Colorado Retreat. *(Note: board presence may be requested at other impromptu community events or meetings. For example, an open house.)*

Expectations of Board Members:

- Attend and participate in meetings in accordance with the bylaws
- Attend special events
- Participate on a standing committee of the board, and serve on ad-hoc committees as necessary.
- Be alert to community concerns that can be addressed by the San Luis Valley Behavioral Health Group mission, objectives, and programs.
- Help communicate and promote the San Luis Valley Behavioral Health Group mission and programs to the community.
- Become knowledgeable about the San Luis Valley Behavioral Health Group programs, finances, budget, and financial/resource needs.
- Become familiar with the policies and procedures of the San Luis Valley Behavioral Health Group.

Compensation:

Directors shall not receive compensation for their services as such, although the reasonable expenses of directors of attendance at board meetings may be paid or reimbursed by the Corporation. Directors will be given a \$45 monthly stipend to be used towards meeting expenses.

Term Limits:

The term of office for the Board Chair is one year, with a two-term limit. Officer elections occur yearly at the end of the fiscal year.

I understand the roles and responsibilities outlined in the job description that was provided to me.

Board Member Signature

Date

Board President Signature

Date