**Religious Formation Conference Board Member Responsibilities:**

The governing Board of Directors for the Religious Formation Conference is comprised of representatives of the geographic regions and members at large (See By-laws Article IV). The Board of Directors should represent the diversity of culture, gender, age and skills present among the RFC membership. Board members serve a term of 3 years that is renewable once. (See By-Laws Article IV, Section 1).

Its governing responsibilities are distinct from the Executive Director’s management duties. In its governing role, the Directors have several key responsibilities:

**Expectations of Prospective Board Members of RFC:**

* Member of a religious community/congregation that belongs to RFC or a person involved in RFC finance or development
* Ability to serve on the Board for a term of 3 years. This term can be renewed for an additional three years. Members are nominated and appointed at the Fall Board meeting and begin their service on the Board as of January 1 of the following year
* Attendance at the 2 Board meetings each year
* Familiarity, experience and/or interest in initial and/or life-long formation.
* Willingness/ability to participate in various ad hoc and/or standing committees of the RFC Board
* Willingness to actively promote and support RFC and its programs

**Board Member Responsibilities:**

* Provide oversight for RFC’s Mission and Vision
* Appoint and evaluate the Executive Director
* Create policies that ensure financial and material resources are adequate to sustain RFC’s present and future needs.
* Approve the annual budget and audit report.
* Create with the Executive Director goals and objectives that support the Mission and implement the Vision.
* Serve on committees based upon each member’s skills and desires.
* Serve as official representative of RFC at gatherings upon invitation and affirmation of the Executive Director and Executive Committee.
* Assess its own performance as a Board
* Appoint and reappoint Board members
* Select the recipient of the Penet Award
* Engage Board development

Membership of the Board of Directors should represent the diversity of culture, gender and skills that is present among the membership. Each Board member is invited to offer suggestions for potential candidates. Board members serve a term of 3 years that is renewable for a second but not a third term.

**RFC Board Nominee Criteria/Skill Sets**

In order to continue creating a strong and diverse RFC Board that can best serve the needs of RFC’s membership, the Nomination Committee is currently seeking potential board members who fulfill some of the following criteria.

* Persons responsible for life-long and initial formation in their communities
* Persons in leadership roles in their communities
* Persons responsible for initial formation
* Newer finally professed members
* Persons who represent the cultural diversity of Religious Life in the U.S. (Hispanic/African-American/Asian)
* Persons who have some experience in one or more of the following areas are needed at this time:
  + - IT/technology
    - Development/marketing
    - Finances
    - Legal matters