



### **EICAP Board Member Job Description**

**Board members provide governance of Eastern Idaho Community Action Agency Inc. (EICAP), a private non-profit 501c3 corporation serving Bingham, Bonneville, Butte, Clark, Custer, Fremont, Jefferson, Lemhi, Madison, and Teton counties in eastern Idaho. EICAP's Board of Directors is comprised of 15 members from three different population sectors, Public, Private and Low Income.**

**Duties:**

1. Demonstrate a strong belief and commitment to EICAP's mission
2. Devote the necessary time to prepare for and participate in Board and or Board Committee Meetings
3. Exhibit high ethical standard and integrity in all Board actions
4. Be an enthusiastic advocate for EICAP's administration of its mission and programs
5. Be willing to attend training sessions to enhance Board expertise
6. Ability to work as a team member with a 15-member Board for the betterment of EICAP
7. Commit to attend regularly scheduled Board of Director meetings
8. Willing to assist as needed in EICAP fundraising efforts
9. Willing to recruit new Board Members as needed
10. Knowledgeable of fiduciary responsibility of a non-profit corporation

**Qualifications:**

1. Possess effective communication skills
2. Low-Income Sector members must either qualify according to the Office of Management and Budget poverty guidelines or represent a low-income organization, neighborhood or community group
3. Public Sector members must be elected officials or their designee
4. Private Sector members may be from private or public business, industry, or the community at large
5. At least one member must have a background and expertise in fiscal management or accounting
6. At least one member must have a background in early childhood education and development
7. At least one member must be a licensed attorney familiar with issues that come before the governing body

### **EICAP's Mission & Vision Statement**

**Eastern Idaho Community Action Partnership helps and empowers at risk individuals and families meet their basic needs and increase their independence through support and education.**

**Eastern Idaho Community Action partnership creates opportunities for individuals and families to reach their highest level of independence and self-sufficiency. EICAP is widely recognized and respected by the public as a community asset that makes a difference in peoples' lives. EICAP Board of Directors, staff and volunteers work efficiently with community partners to expand our role and impact in the community by responding to local needs.**

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Board Member's Signature

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Date