



## **NHF COLORADO BOARD MEMBER LETTER OF COMMITMENT**

The Colorado Chapter of the National Hemophilia Foundation (NHF Colorado) is dedicated to preventing the complications of bleeding disorders through education, advocacy and research.

The NHF Colorado Board of Directors exists primarily to serve the needs of the membership and to execute upon the strategic plan. This Letter of Commitment serves to inform applicants that while serving on the Board is a volunteer position, the commitment of a Board Member is taken very seriously. Accordingly, applicants are asked to ensure that they can commit to the expectations outlined here and in the board job description(s).

The NHF Colorado Board is responsible for the governance of the organization, including the implementation and evaluation of the strategic plan, the management of all committees, the recruitment of future board member and committee members, as well as other activities. The primary responsibility and commitment of Board Members is to the success of the organization.

### Board Time Commitment

By accepting a membership on the NHF Colorado Board, you understand that you are committing to a two-year, renewable term, and you may be elected for up to two additional two-year terms (a total of six years). Further, you understand that you are committing to a minimum of 15 hours per month, and potentially more, including active participation at Board meetings, committee meetings and NHF Colorado programs/events (must attend at least 50% of all HSC events or and programs), and additional independent work.

### Board Dues and Fundraising

By joining the NHF Colorado Board you understand that you are committed to contribute financially to NHF Colorado at a personally significant level and no less than the current minimum of \$200 per year (due July 1, 2011); board members are also expected to set a personal fundraising goal annually and participate in fundraising training. It is suggested that Board Members contribute as much to NHF Colorado as they do to any other nonprofit each year during the time of their term. NHF Colorado will provide trainings and resources related to fundraising to help board members fulfill their goals of giving a minimum of \$200 annually or raising those funds.



## Board Meeting Attendance and Committee Service

As a Board Member, you are required to attend monthly Board meetings and you may miss no more than three meetings in a given year. You are also required to attend the Annual Retreat. You are also required to sit on at least one committee and attend the regularly scheduled committee meetings.

## Board Professional Development

We ask that every board member participate in at least two (2), nonprofit professional development trainings per year; one may include the board in-service provided by the NHF Colorado. Recommended trainings include, but are not limited to: financial management, board development, fundraising, marketing and outreach, program development, and more. Additional professional development opportunities are available through resources such as:

- ✓ National Hemophilia Foundation
- ✓ Colorado Nonprofit Association
- ✓ Community Resource Center
- ✓ Nonprofit Cultivation Center
- ✓ Nonprofit consulting firms: Richard Male and Associates, JVA Consulting, Front Range Source, etc.

## Ambassador for NHF Colorado

By accepting a membership on the NHF Colorado Board, you commit to serve as an ambassador to NHF Colorado. Accordingly, you commit to review and understand the By-laws of the organization and board roles and responsibilities. Further, you commit to understand the mission, vision and strategy of the organization and to be able to communicate this as well as other information on programs and events to members and other constituents. If you cannot fill these expectations, you may be asked to leave the Board.

I, \_\_\_\_\_, acknowledge that I have read and understood the above expectations for NHF Colorado's Board of Directors. I hereby commit myself to the mission and vision of NHF Colorado's and acknowledge that I am able and willing to commit to the expectations listed above.

\_\_\_\_\_  
Signature

\_\_\_\_\_  
Date