Homework 2

NPC303

Responsibilities and duties of Trustee

1. A trustee member that updates mission and policies for operation, provisions and that laws are followed, as needed. (All)
2. A trustee member that assures that the NP program is well organized time after time and collaborates with others to plan and establish a plan a year to two years in advance. (Planner- Pastor Maribel)
3. A trustee member that establishes fiscal policy and boundaries, which budgets and financial controls. (Finance-Sheila)
4. A trustee member that compiles and provides resources for activities for our organization that comes from direct financial contributions and a commitment to fund raising. (Fund Raising-Sandra)
5. A trustee member that select, evaluate and will support to possibly removing the appointment of the chief executive. (Personnel – Ramona)
6. A trustee member that develops and maintains a communication link to the community to promote the work of our organization. (Marketing-Caroline)

As a member of trustee, it is essential to understand what it is not part of the member of trustee duties:

* Engage in the day to day operation of the organization
* Hire staff other than chief executive
* Make detailed programmatic decisions without areas of trustees