

## United Way of the Brazos Valley (UWBV) Board Orientation Checklist

UWBV Board Orientation is divided into four Modules or stages. This check list starts Module 1 of this process. Please read, initial each item below and sign this check list by April 29, 2013. If I have any questions please contact Andy Martin, President and CEO at [amartin@uvbv.org](mailto:amartin@uvbv.org) or [785-201-2565](tel:785-201-2565) as soon as possible.

I promise to complete the following tasks and do the following as a Board Member of the United Way of the Brazos Valley.

### Module 1. General Introduction

\_\_\_ **Read, understand and agree to the Board Job Description.** I agree to attend, actively listen and participate in all board meetings and recognize that I am only governance board member while attending a board meeting with a quorum and board decisions are ideally made by consensus and/or by majority vote.

As a board member I will share my unique insights and work to include all other perspectives in discussing what is best for the UWBV. I support all board strategic governance and policy decisions publicly and outside of board meetings.

\_\_\_ **Read, understand and complete my volunteer profile,** sector representation assessment and volunteer interest survey for staff and other volunteers to use in working with me.

\_\_\_ **Understand and know WHY, HOW and WHAT to be a passionate advocate of UWBV** by giving voice, and actively promoting the mission, vision, goals and activities of the UWBV

\_\_\_ **LIVE UNITED** by sharing my personal story of how I GIVE, ADVOCATE and VOLUNTER for UWBV.

\_\_\_ **Module 2. Read, understand and agree to the UWBV Code of Ethics and Confidentiality Agreement.** I agree to actively use this Code of Principles and Ethics to guide and influence my decisions as a board member, volunteer and advocate for our community and UWBV. I will keep all personally identifiable donor giving data and strategic organizational information confidential.

\_\_\_ **Module 3. Read, understand and agree to the Conflict of Interest Policies.** I will disclose all personal, family, civic, professional and business conflicts and whenever there might be any potential or perceived conflict of loyalty to the UWBV, I will publicly disclose my relationship status before participating in discussion and remove myself from any vote or decision.

\_\_\_ **Module 4. Read and understand the summary of committee assignments** and agree to serve on one or more board committees. I agree to attend, actively listen and participate in all board committee meetings of which I am a member.

\_\_\_\_\_  
 Name

\_\_\_\_\_  
 Signature

\_\_\_\_\_  
 Date