

## **Overview**

The WDH Foundation is a fundraising organization dedicated to supporting the Wingham & District Hospital. The Foundation Board oversees the annual fundraising efforts, provides governance and is responsible to prudent fiscal management of funds contributed through community donations. Board members are expected to be positive advocates of the WDH Foundation.

Board members are required to attend five meetings per year as well as participate in committee work and volunteer at events as they arise. Board members can anticipate spending 1 - 2 hours per week on Foundation work.

## **General Description of a Board Director**

All Directors and Officers (Chair, Vice-Chair, Treasurer, Secretary) are members of the Board and are responsible for the duties of a Board Director in addition to the duties of any other position they may hold. Board Directors are responsible for the oversight and governance of the Foundation. Directors ensure prudent financial decisions are undertaken to both meet current objectives and provide stability for the future. They provide direction and define a vision for the future of the organization. They ensure the Foundation fulfills its mission and does not stray from its purposes.

## **Leadership, governance, and oversight**

- Regularly attend board meetings and other important related meetings
- Prepare thoroughly for all meetings, including reviewing minutes, reports and other documents, and stay informed about matters that may influence Board decision making
- Make a serious commitment to participate actively in board work, committee work and event work as it arises
- Volunteer for and willingly accept assignments and complete them thoroughly and on time
- Get to know other Directors and build collegial working relationships that contribute to consensus

- Actively participate in evaluation and planning efforts
- Assist with development and management of relationships and communicating with funders, partners, and other stakeholders
- Approve budgets, audit reports, and material business decisions; being informed of, and meeting all, legal and fiduciary responsibilities
- Acting as an ambassador for the organization

## **Fundraising**

- Actively participate in fundraising efforts
- Participate in setting fundraising goals and objectives, selecting and implementing fundraising strategies, setting measures and evaluating fundraising strategies
- Personally treating the Wingham & District Hospital Foundation as a top philanthropic priority reflected in an annual financial gift
- In collaboration with Officers, other Directors and Admin & Development Officer, assisting in generating substantial annual revenue and fostering the Foundation's overall financial health
- Participation in identifying, qualifying, cultivating, soliciting, and stewarding major individual and corporate gifts, upon request
- Attendance at all Foundation events, upon request
- Taking an active interest in learning and improving fundraising skills