The CNY Lyme and Tick-Borne Disease Alliance is a collaborative of providers, scientists and community members who support research, drive education and promote awareness to combat tick-borne diseases.

BOARD MEMBER JOB DESCRIPTION

FUNDAMENTAL RESPONSIBILITIES

The board will support the work of the CNY Lyme & Tick-Borne Disease Alliance, Inc. (Alliance) and provide leadership and strategic governance. While day-to-day operations are led by the Alliance Executive Director (ED), the Board-ED relationship is a partnership, and appropriate involvement of the board is both critical and expected. Officers and board members are considered fiduciaries of the not-for-profit organizations they manage. Their fiduciary duty of care and duty of loyalty are derived from common law and articulated in the Not-for-Profit Corporation Law (N-PCL).

GENERAL EXPECTATIONS

- Know the Alliance purpose, goals, policies, programs, services, strengths and needs and subscribe to them.
- Serve in leadership positions or undertake special assignments.
- Act as an ambassador for the Alliance, represent it to stakeholders and make connections that can deepen understanding and effectiveness of community impact.
- Follow trends in the tick-borne disease movement.
- Serve as trusted advisor to the ED as she develops and implements the Alliance strategic plan.
- Approve the Alliance annual budget, accounting reports and material business decisions.
- Recommend nominees to the board who can significantly contribute to Alliance progress and ensure its commitment to diversity, reflecting the Central New York community it serves.
- Be open-minded in deliberations.
- Bring a sense of humor to the board's considerations.
- Support Alliance Development by making personal charitable gifts in a manner appropriate to one's circumstances and help to achieve Alliance fundraising goals in other ways as outlined in Board Fundraising Policy.

MEETINGS

- Prepare for and participate in quarterly board and assigned monthly committee meetings.
- Speak for the board only when authorized to do so.
- Ask substantive and timely questions consistent with one's conscience and convictions, while supporting the decisions of the majority.
- Suggest agenda items to ensure that important issues in the community are addressed.

AVOIDING CONFLICTS OF INTEREST

- Serve the Alliance as a whole rather than as a representative of any special interest group or constituency.
- Avoid appearance of a conflict of interest reflecting poorly on the board or Alliance.
- Maintain independence and objectivity and do what a sense of fairness, ethics and personal integrity dictate even though not necessarily obliged to do so by law, regulation or custom