

Jeannette Rankin Peace Center Coordinating Council Member Contract

I, _____, understand that as a member of the JRPC Coordinating Council, I have a responsibility to ensure that the organization does the best work possible in pursuit of its goals. I believe in the purpose and the mission of the organization, and I will act responsibly and prudently as its steward.

As part of my responsibilities as a Council Member:

1. I will serve as an informed ambassador for JRPC, promoting in the community the mission, programs and image of the organization in a positive manner consistent with JRPC policies.
2. I will make every effort to serve on at least one committee.
3. I will attend at least 75% of Council and committee meetings, and JRPC-sponsored events.
4. Each year, I will make a personal financial contribution at a level that is significant and meaningful to me. I will seek out opportunities to encourage those in my sphere of influence to do the same.
5. I will act in the best interest of the organization, disclosing any potential conflicts of interest and excusing myself from discussions and votes where conflicts exist.
6. I will stay informed about what's going on in the organization. I will ask questions and request information. I will participate in and take responsibility for making decisions on issues, policies and other Board matters. I will be accessible to the Executive Director and chair.
7. I will work in good faith with staff and other Council members as partners toward achieving our goals.
8. I will keep confidential information confidential.
9. I will exercise authority as a Council member only when acting in a Council meeting or as delegated by the Council.
10. I understand that if I don't fulfill these commitments to the organization, a member of the Executive Committee may call and discuss my responsibilities with me.

In turn, the organization will be responsible to me in several ways:

1. I will be sent, without request, quarterly financial summaries, periodic financial reports and regular updates of organizational activities.
2. Opportunities will be offered to me to discuss with the Executive Director and Council Chair the organization's programs, goals, activities and status; additionally, I can request such opportunities.
3. The organization will help me perform my duties by keeping me informed about issues in the philanthropic and charitable field in which we work, and by offering me opportunities for professional development as a Board member.
4. Staff will respond to questions that I feel are necessary to carry out my responsibilities to this organization. Staff will work with me to develop the most effective way for me to help raise resources.
5. JRPC will maintain an insurance policy that provides indemnification for all good faith acts undertaken in fulfilling council responsibilities
6. If the organization does not fulfill its commitments to me, I can call on the Council Chair and Executive Director to discuss the organization's responsibilities to me.

Signed:

_____ Date: _____
Coordinating Council Member

_____ Date: _____
Coordinating Council Chair