



International Dyslexia Association – South Carolina (IDA-SC) Board Member Expectations and Responsibilities

The success of IDA-SC depends on the personal commitment and active involvement of a select group of elected individuals who embrace the privilege to serve and the responsibility to lead. Members of the IDA-SC Board of Directors are expected to be zealous advocates on our behalf, enthusiastic communicators of our mission and vision, and to play an integral role in our organizational development and fundraising activities.

ADVOCACY & PERSONAL INVOLVEMENT

Knowledge

- Be well-informed about dyslexia and/or business/non-profit administration.
- Be an active advocate and promote the Association's vision, mission, policies, programs, and services the community, putting aside personal concerns, philosophies and affiliations.
- Understand *Best Practices* in the identification and teaching of individuals with dyslexia.

Attendance

- Attend a minimum of 2 out of the 4 quarterly Board meetings (May attend via Zoom if unable to be at meeting in person).
- Attend and actively participate in 50% of the monthly Zoom meetings/conference calls and committee meetings.
- Stay up-to-date with the status of the organization.
- Attend a branch orientation for new members.
- Attend and actively participate in Board activities.
- Act in the best interest of the organization and excuse yourself from discussions or votes where you have a conflict of interest.

Committee Participation

- Chair or co-chair at least one Board committee.
- Obtain approval from the Board for all branch expenditures.
- Support and participate in the events sponsored by IDA-SC.
- Develop programs to address the needs of individuals with dyslexia, families of individuals with dyslexia, and professionals (educators, school psychologists, school counselors, speech and language pathologists, physicians, school administrators, mental health counselors, social workers) in South Carolina.
- Understand that you may spend a minimum of 4 – 8 hours a month for meetings and committee work. More time may be involved when a project is underway.

Expectations and Responsibilities of Board Members IDA-SC

Membership

- Maintain membership in good standing in the International Dyslexia Association throughout tenure on the Board.
- Discuss branch goals, activities and service opportunities with potential members.
- Actively recruit individuals to join IDA and encourage them to serve on IDA-SC committees.

LEADERSHIP DEVELOPMENT

Board Recruitment

- Identify potential candidates, who would contribute to the mission and stability of the organization, to be considered for the Board of Directors.

Initiative

- Fulfill assigned responsibilities.
- Solicit new sponsorships for funding.
- Suggest new programs for individuals with dyslexia, families of individuals with dyslexia, and professionals (educators, school psychologists, school counselors, speech and language pathologists, physicians, school administrators, mental health counselors, social workers) in South Carolina.
- Help to identify new professional development opportunities for educators, school psychologists, school counselors, speech and language pathologists, physicians, school administrators, mental health counselors, and social workers in South Carolina.

Conflict of Interest

- Avoid conflict of interest situations and sign a conflict of interest policy.
- Obtain authorization from the branch president when speaking for or representing the branch.
- Obtain prior approval from branch president for all promotional materials, displays, and information used at any awareness and/or fundraising events.

FINANCIAL EXPECTATIONS

Annual Support

- Act as the fiduciary and guardian of the Association's assets and ensure that policies are in place for the IDA – South Carolina to meet all federal and state laws and regulations.
- Actively participate in each fundraising event by direct contribution and/or actively soliciting sponsorships for these events. This obligation can also be fulfilled by in-kind contributions of time beyond a director's normal activities.
- Fulfill expectation of an annual financial donation to IDA-SC (amount of donation will be at the board member's discretion).

***Failure to conform to the Board Member Expectations & Responsibilities as listed above may result in removal from the IDA-SC Board of Directors.**

I am willing to accept the expectations and responsibilities incumbent upon a member of the Board of Directors of the International Dyslexia Association – South Carolina.

Signature

Date