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Source: [Forest Society of Maine](#)

BOARD GOVERNANCE COMMITTEE JOB DESCRIPTION

Purpose:

To attract, develop, and retain a pool of individuals committed to and collectively embodying FSM's mission, who will serve the organization as board and advisory board members.

Responsibilities:

Define the responsibilities of the board as a whole and of board members as individuals.

Define the nominating process for the board.

Identify board needs and develop board member criteria.

Work with staff to develop and offer recruiting, orientation, training/educational, and evaluation materials and programs for board and advisory board members.

Identify and recruit potential board, advisory board, and external committee members.

Nominate and recruit board officers.

Assess the need for and, if needed, coordinate a board evaluation process.

Coordinate recognition and social activities for board members and others with special interests and involvement in the organization.

Provide ongoing communication with prospective and former board members (including those who are temporarily nonmembers because of a conflict of interest), as well as appropriate opportunities for their involvement in FSM activities.

Establish and maintain policies relevant to service on the board, e.g., board rotation/term limits and conflicts of interest.