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BOARD OF DIRECTORS

Board Member Job Description

Position

The Board will support the work of the Greater Charlotte Cultural Trust (GCCT) and provide endowment management, investment oversight and strategic governance. Specific Board Member responsibilities include:

Leadership, Governance and Oversight

- Responsible for the safekeeping, administration, investment, expenditure and distribution of the GCCT's assets
- Provide oversight of fiscal control, banking and broker relationships, investment policy, appropriate return criteria and distributions
- Approve the GCCT's annual budget, audit reports, and material business decisions; be informed of, and meet all, legal and fiduciary responsibilities
- Assist Board Chair in identifying and recruiting other Board Members
- Partner with other Board members to ensure that Board resolutions are carried out
- Serve on committees or task forces and take on special assignments
- Ensure the GCCT's commitment to a diverse Board that reflects the sector the GCCT serves

Board Terms/Participation

GCCT Board Members may serve up to two consecutive full three-year terms. Board meetings will be held quarterly. (Special meetings may be called if market conditions warrant.)

Qualifications

This is a special opportunity for an individual who cares about the life of the cultural community and has endowment management, investment, finance and/or legal expertise. Selected Board Members will have achieved leadership stature in business, government, philanthropy, or the nonprofit sector. His/her accomplishments will allow him/her to attract other well-qualified, high-performing Board Members.

Ideal candidates will have the following qualifications:

- Significant professional experience with leadership accomplishments in business, government, philanthropy, or the nonprofit sector
- Extensive financial markets, investment management, or legal expertise
- Personal qualities of integrity, credibility, and a commitment to long-term sustainability of the cultural sector
- Board leadership or governance experience
- An understanding of the GCCT's organizational fundholders
- A natural affinity for cultivating relationships and convening, facilitating, and building consensus among diverse individuals

Expectations

- Regularly attends Board meetings and important related meetings
- Makes serious commitment to participate actively in committee work
- Stays informed about committee matters, prepares themselves well for meetings, and reviews and comments on minutes and reports
- Gets to know other Board Members and builds a collegial working relationship that contributes to consensus
- Is an active participant in the Board's annual evaluation

Service on the GCCT's Board of Directors is without remuneration.