Foster Family-based Treatment Association

Board Member Job Description

FFTA board members act as voting members of the board with full authority and responsibility to develop the strategic direction, policies and procedures of the association, monitor the association’s financial health and board committees, participate in budget planning and support FFTA’s mission, vision and values. FFTA board members:

- Attend all board meetings and regularly attend chapter and/or committee meetings for which you are a member
- Make serious commitment to participate on at least one board committee in the first year of service and two after the first year of service
- Become knowledgeable about the association
- Attend board meetings prepared and informed about issues on the agenda, i.e. stay informed about committee matters, review board minutes and other materials prior to board meetings
- Contribute to meetings by expressing one’s point of view with the best interest of the association in mind
- Consider other points of view, make constructive suggestions, encourage and respect questions, discussions that help the board make decisions that benefit the association
- Actively participate in the board’s annual evaluation and strategic planning efforts
- Volunteer for and willingly accept assignments and complete them thoroughly and on time
- Select and support board officers
- Nominate new board members and serve as a mentor to newly elected board members
- Attend and encourage board members to attend Council of Chapter Chairs Meetings
- Annually evaluate administrative management/support services (MDU)
- Attend the annual conference and volunteer to help as needed
- Encourage your agency staff to become involved and actively participate on FFTA committees and/or chapters
- Serve as an active ambassador for the association
- Hold each other accountable to comply with FFTA’s board job description
- Approve the charges for board and executive committees
- Promote treatment foster care
- Recruit new members to FFTA

Note: FFTA Board Members receive a complimentary conference registration each year.