



*Center for Family Life and Recovery, Inc.*  
Board Member

**Job Summary:** The members of the Board of Directors shall at all times conduct the affairs of the organization in strict conformance with all applicable fiduciary and ethical standards. Each Director shall act in a manner consistent with the duty of undivided loyalty to the interests of the organization, the duty to maintain in confidence information concerning the affairs of the organization, the duty to avoid actual or apparent conflicts of interest, and the duty to maintain and advance the purposes of the organization. The Board shall adopt such mechanisms as it deems appropriate to assist the Directors in fulfilling these obligations. Without limiting the foregoing, the Board shall adopt, review and amend as appropriate: the mission and vision of the organization, a Conflict of Interest Policy to provide a formal mechanism for identifying and treating actual and apparent conflicts; and, mechanisms to ensure corporate compliance with laws, rules and regulations relating to the business of the corporation.

**Job Responsibilities:**

- Attend all board meetings minimum 80%
- Maintain knowledge of the organization and personal commitment to its goals and objectives
- Duty to actively be on one or more committees.
- Actively participate in meeting.
- Participate philanthropically in all the organizations priorities, including Unrestricted Annual Fund support.
- Participate as an Ambassador to communicate a clear and concise message to the community while securing funding, donations, volunteers and raising awareness for CFLR.

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Board Member signature

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Date