



The Board

HOW TO ESTABLISH A BOARD?

GENERAL ASSEMBLY



CANDIDATES -
NOMINATED FREELY

MEMBERS VOTE
FREELY



BOARD- DECIDED
BY THE MEMBERS



ESTABLISHING A BOARD

- People who share interests or work together for a specific goal or issues
- Often, deaf organisations exist because of shared interests and advocacy needs



TYPES OF BOARD

- WORKING BOARD
- GOVERNING BOARD
- ADVISORY BOARD



WORKING BOARD

- When you start an association, you need a working board
- Most common in small organisations that do not have funds to hire paid staff
- They often double as the staff: They implement the activities
- Small organisation may not survive without board members being involved
- Focus on project management / activities



GOVERNING BOARD

- Manages the association
- Makes sure that the association is heading into right direction and following policies
- Makes and implements decisions on behalf of members



Working board

- Does the work and implement the activities
- Does administrative work

Governing board

- Does not implement the activities
- Oversees and guides administrative work and activities

ADVISORY BOARD

- Provides strategic advice to the management of an organisation
- Expertise outside of the organisation
- Used to share information, ideas, advices to the organisation
- Does not have the authority to make final decisions



A GOOD BOARD REQUIRES

1. A STRONG ORGANISATIONAL STRUCTURE

2. THE ORGANISATION HAS A MISSION AND GOALS

3. GOOD GOVERNANCE AND FINANCIAL MANAGEMENT POLICIES



FUNCTIONS OF THE BOARD

- Depends on the type of organisation and board
- Board should be separated from staff
- Activity examples: Advocacy, follow the statutes, expand and strengthen the organisation



FUNCTIONS OF THE BOARD

- Monitoring
 - Follow mission and vision
 - Internal and financial management
- Action
 - Complete annual plans and reports
 - Develop and follow organisational policies and procedures
 - Develop programs and services for members
 - Fundraising and finding resources to keep the organisation going



FUNCTIONS OF THE BOARD

- Representation
 - Members' interests and needs with the government, disability community and general society
 - Good community relations
 - Partnerships with other organisations and businesses
 - Offer consultancy to those who want to work with the community and improve services



THE BOARD

Monitoring

- Management
- Financial
- Mission & Vision
- Direction

Action

- Annual plans and reports
- Organizational policies and procedures
- Programs and services
- Fundraising

Representation

- Members' interests and needs
- Good community relations
- Partnerships
- Consultant

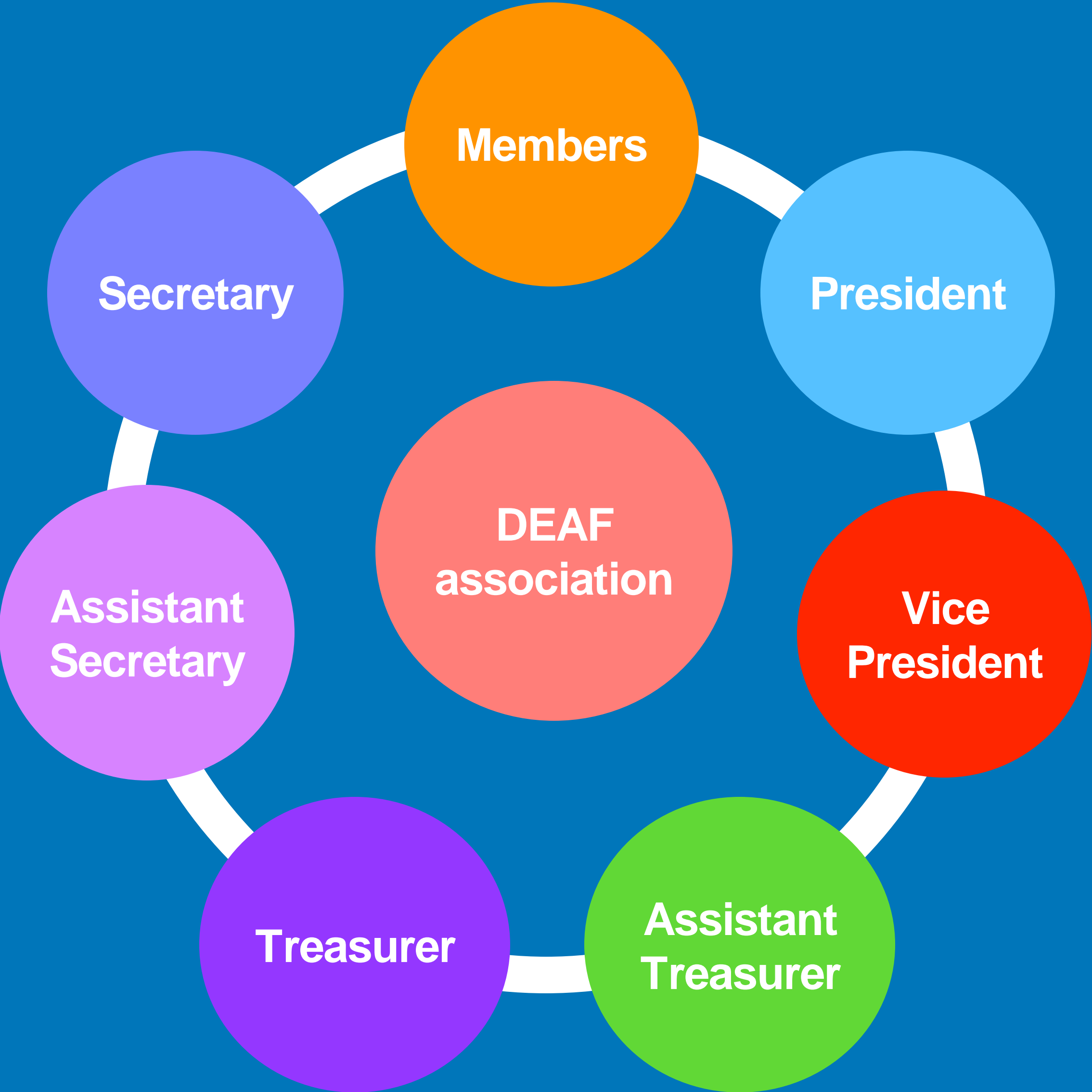


ROLES AND RESPONSIBILITIES

- Follow the statutes
- Make sure that the organisation is following its goals
- Oversee the organisation
- Prevent problems and legal issues
- Oversee activities
- Participate in board meetings to discuss and vote on the affairs of the organisation
- Represent the organisation



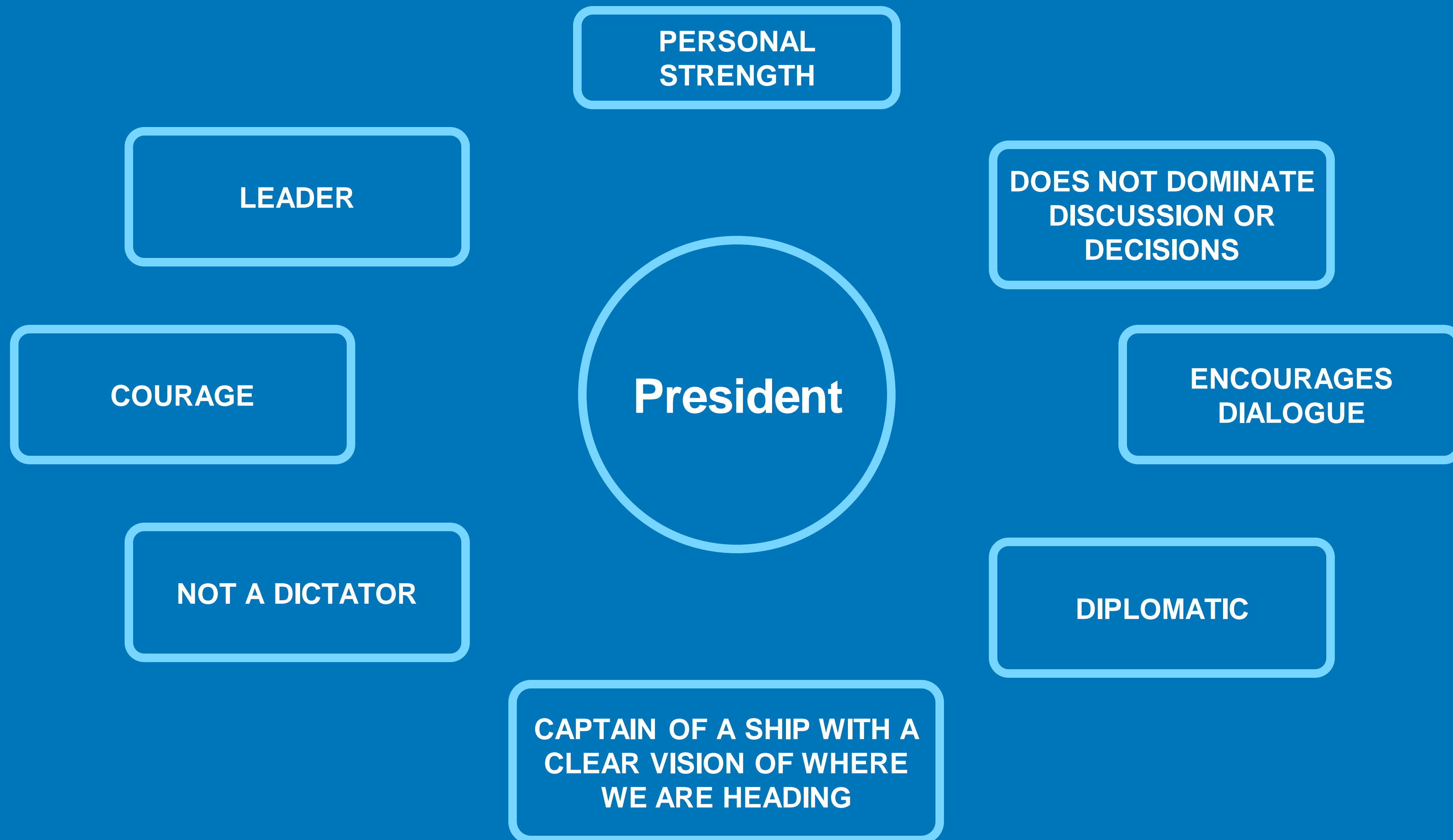
COMPOSITION OF THE BOARD



Duties of a President

- Supervises the affairs of the board / organization
- Must be elected by the association members at the General Assembly
- Represents the organization on official occasions, unless otherwise decided
- Calls the meetings and prepares the agenda of the meeting in cooperation with the secretary





Duties of a Vice President

- Temporarily take over the office and duties of the President in their absence or incapacity
- Take office of the President if they leave position
- When the Vice President is acting in place of President, he/she has all the duties and responsibilities of the office



**WORKS CLOSELY WITH
THE PRESIDENT**

DIPLOMATIC

FACILITATOR

**Vice
President**

KNOWLEDGEABLE

TEAM PLAYER

**ABLE TO GUIDE
COMMITTEES**



Duties of a Secretary

- National and international correspondence
- Provide information about the association
- Filing of all the documents
- Keeping records of all the association meetings
- May have an Assistant Secretary



**WORKS CLOSELY WITH
THE PRESIDENT**

**GOOD LISTENING
SKILLS**

DIPLOMATIC

Secretary

**ABLE TO READ AND
WRITE IN THE
OFFICIAL LANGUAGE**

**ABLE TO USE SIGN
LANGUAGE**

**WORKS CLOSELY WITH
THE TREASURER**



Duties of a Treasurer

- Preparation of the annual budget
- Preparation of the financial reports
- Responsibility for money transactions
- Preparing the accounts
- Fundraising
- May have a financial secretary instead of a Treasurer
- May have an Assistant Treasurer



**WORKS CLOSELY WITH
THE PRESIDENT AND
SECRETARY**

TRANSPARENT

**ABLE TO TRAIN
OTHERS**

Treasurer

**HAVE MATHEMATIC
SKILLS**

**BUDGETING AND
ACCOUNTING SKILLS**

HONEST



What makes a good board?

A GOOD BOARD

- Have passion and experience with organisation's mission
- Inclusive board: Gender equality and diversity
- Different personalities that complement each other
- Leadership, diplomacy, have a clear vision
- Team players



A GOOD BOARD

- Different personalities: Skills, talents, experiences, interests
- Member involvement
- Respect
- Listen
- Knowledgeable
- Structure
- Sense of priority
- Strength
- Financial support



HEARING ALLIES

- Deaf associations should be led by deaf or hard of hearing people
- Hearing people often very important for the day-to-day running of deaf associations, e.g. as interpreters → hearing allies
- There are many ways involving hearing allies without them becoming a board member



GROUP DISCUSSION



GROUP DISCUSSION



- What kind of board does your organisation have?
- Discuss the roles and responsibilities of each board member
- Are board roles and responsibilities clear to all?
- What does each board member bring to the board? What are their positive qualities? How do they benefit the organisation?

GROUP DISCUSSION



- What action does your board take to make sure they are governing or managing the organisation well? Which areas need to be improved?
- Are the positions clearly defined in the organisation statutes?
- What does each board member bring to the board? What are their positive qualities? How do they benefit the organisation?
- List all organisation activities and check if they are following mission and vision of your organisation