

# Disability Rights TEXAS

## JOB DESCRIPTION DISABILITY RIGHTS TEXAS BOARD MEMBERS

*Members of Disability Rights Texas' Board of Directors reflect the diverse constituency served by the agency. We are mandated by federal acts to serve individuals with developmental, mental, sensory and physical disabilities. Persons with disabilities, family members and professionals are all represented on the Board.*

All Board members must meet the following obligations:

- Assist Disability Rights Texas in protecting and advocating the rights of people with disabilities across Texas through focused, dedicated and appropriate Board leadership.
- Develop an in-depth understanding of DRTx, the protection and advocacy (P&A) agency's roles and responsibilities, and specific issues concerning people with disabilities in order to support the mission, vision and values of the agency.
- Regularly review and evaluate the agency's mission, goals and activities to ensure they align with the needs of clients and the greater disability community.
- Act as the governing body, providing effective, independent and ethical leadership while representing the best interests of the agency;
  - Ensure the fundamental accountability and stability of the organization
  - Ensure the agency remains mission-driven
  - Ensure agency leadership is strategic in its planning
  - Ensure the agency meets its responsibilities to clients and the greater disability community
- Avoid conflicts of interest in order to remain independent and objective in all decision-making; help protect the agency from policies and activities that conflict with its mission or its responsibility to represent client concerns.
- Ensure the agency's compliance with federal regulations governing P&As, as well as its legal and ethical accountability.
- Determine and strengthen agency programs and services to ensure effective top-line organizational planning, including priority setting and strategic planning.
- Provide proper fiscal oversight and accountability, ensuring the agency follows sound financial policies and practices; prudently review the agency's annual operating budget, monitor expenditures and investments, and approve the annual independent audit.
- Attend four (4) Board of Directors meetings each year. Three (3) meetings are held in Austin and one (1) is held in a different area of the state to be more accessible to our constituents. Regular Board meetings are usually held on the fourth Saturday in January, April, July and September.
- Serve at least one three-year term. Members may be nominated for and serve a second three-year term for a total of six (6) years of service; terms are staggered. Officers are elected to one-year terms,

effective October 1 each year. Officers cannot serve more than two consecutive one-year terms in the same position.

- Serve on at least one committee of the Board. Committees include: Finance, Personnel, Resource Development, Strategic Planning, Bylaws and Policies, Labor Negotiations, Client Grievance, Nominations, and Executive.
- Select, support and annually evaluate the Executive Director; take corrective action when necessary.
- Serve as a public representative and spokesperson for the agency, sharing information about its mission and values both within your local community and across the state.
- Develop and help implement effective fundraising strategies to raise new unrestricted funds to increase the work capacity of the agency.
- Determine your appropriate contribution to Disability Rights Texas to help sustain our programs and services. Examples may include seeking financial support for the agency from friends, family, colleagues, businesses, personal giving, in-kind contributions, and other activities as is appropriate to your individual circumstances.
- Suggest appropriate nominations for the Board and mentor new Board members, as needed.
- Participate in annual assessments of the Board's effectiveness.