

Do Your Due Diligence Questions to Ask Before Joining a Board

As with any important decision, a potential board member needs to **GATHER** information about an organization and **ASK** important questions during the interview process. Your investment of time, talent, treasure and reputation should be taken into consideration before the final decision is made.

Below are some ideas to assist in the information-gathering process and a few questions to consider before joining a board. Doing your due diligence will make you a more informed board member and help you avoid unnecessary risks. **The point to remember is that a good board member asks questions!**

Gather Information

- Always visit the organization's website to learn more about its mission, vision, values, current board members, staff, calendar, etc.
- Visit www.Guidestar.org for more detailed information, including the form 990.
- Google the organization for the latest news.

Questions to Ask

1. What is the role of the board?
2. Is there a board orientation process?
3. Is there a board member job description?
4. What is the board's expectation of you?
5. What are the board and committee meeting schedules?
6. What financial commitment is expected of you?
7. What is the organization's financial condition?
8. Is there a current strategic plan?
9. What are the organization's fundraising goals and activities?
10. Does the organization have liability insurance?
11. Can you tour the organization's facilities?
12. Who are the other Board members and what is their background?
13. How is the organization staffed, number of employees, job functions, etc.?