

# STRONG PARKS, STRONG COMMUNITIES

## Tool 2A: Roles in Board Development

Every board member can contribute to board development. It's helpful to establish a Board Development Committee to lead the process. Here are the important roles the committee and board members play in developing a strong board.

### Board Development Committee Responsibilities:

- Topic — Decide the skills, knowledge, and networks that are important to include on your board (see **Board Tool 3**, *Board Profile Grid*)
- Topic — Recruit potential board members (see **Board Tool 4**, *Board Recruitment*)
- Topic — Present potential new members to the board
- Topic — Provide orientation of potential and new board members (see **Board Tool 5**, *Board Member Handbook*, and **Board Tool 7**, *Board Orientation and Training*)
- Topic — Provide training and continuing education for all board members
- Provide regular recognition of board members

### Board of Directors' Responsibilities in Board Development Process:

- Approve the criteria you will use to select new board members
- Assess your current board composition, and identify priorities for new leaders' skills, knowledge and connections to fill gaps
- Select or elect board members
- Charter the Board Development Committee (see **Board Tool 14**, *Board Development Committee charter*)
- Ensure nomination and election of officers
- Complete annual evaluation of effectiveness
- The Board Chair provides leadership to ensure that board members fulfill their responsibilities in serving the philanthropic partnership organization
- Rotate board jobs

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**NOTE:** Please refer to the [National Park Service's Director's Order 21](#) (DO21) and the accompanying Donations and Philanthropic Partnerships Reference Manual 21 (RM-21) for specific NPS policy regarding philanthropic partnerships and the acceptance of support from the private sector.