

Resource C: Board or Committee Overview Information Sheet



This document includes information you could provide to new all Members and people interested in joining a Board or Committee.

Consider the different ways you can present this information. You may want to have a flyer and a short video to connect with a larger audience.

Note: this document should be completed by the Governance Committee or someone in the agency that is familiar with the Board or Committee.

Organization Name: _____

Date: _____

1. What is the Board or Committee and what is its purpose?

2. What are the benefits of being a Board or Committee Member? What do Board or Committee Members gain from being on a Board or Committee?

3. What are the tasks, activities, and responsibilities of a Board or Committee Member?

4. What specific role and responsibilities does someone with lived experience have on the Board or Committee?

5. What are the positive impacts a Board or Committee Member can make?
6. Who are the existing (and past) Board and Committee Members available to connect with about their experience of being on the Board or Committee?
7. Where and when do Board or Committee meetings take place?
8. What is in place to support a Board or Committee Member (i.e. Mentors)?
9. Who do I contact for more information?