



Serving crime victims in Lincoln, Lyon, Murray,
and Redwood Counties of
Southwest Minnesota since 1981.

www.newhorizonscrisiscenter.org

Crisis Nursery • Education & Outreach
General Crime • Sexual Assault • Parenting Time

BOARD OF DIRECTORS

JOB DESCRIPTION

Function

As representatives of the public, be the primary force pressing NHCC to the realization of opportunities for service and the fulfillment of its obligations to all its constituencies.

Responsibilities

Planning:

1. Approve NHCC's philosophy and review management's performance in achieving it.
2. Annually assess the ever-changing environment and approve NHCC's strategy in relation to it.
3. Annually review and approve NHCC's plans for funding strategy.
4. Review and approve NHCC's long-range financial goals.
5. Annually review and approve NHCC's budget.
6. Approve major policies guiding NHCC.

Governance:

1. Elect, monitor, appraise, advise, stimulate, support, reward and if necessary or desirable, change top management. Regularly discuss with the Executive Director matters that are of a concern to him/her or to the Board.
2. Ensure that management succession is properly being provided.
3. Ensure that the status of NHCC's strength and human resource planning is equal to the requirements of the long-range goals.
4. Approve appropriate compensation and benefit policies and practices.
5. Propose slate of directors to members and fill vacancies as needed.
6. Annually approve the performance review of the Executive Director and establish his/her compensation based on recommendations of the Personnel Committee and the Chair of the Board.
7. Determine eligibility for and appoint Board Committees in response to recommendations of the Nominating Committee.
8. Annually review the performance of the Board and take steps (including its composition, organization and responsibilities) to improve its performance.

Operations:

1. Review the results achieved by management as compared with NHCC's philosophy, annual and long-range goals, and the performance of similar institutions.
2. Ensure that the financial structure of the Institution is adequate for its current needs and its long-range strategy.

3. Provide candid and constructive criticism, advice, and comments.
4. Approve major actions of the Institution, such as capital expenditures on all projects over authorized limits, and significant changes in programs and services.

Audit:

1. Ensure that the Board and its committees are adequately and currently informed through reports and other methods of the condition of the Institution and its operations.
2. Ensure that published reports properly reflect operating results and the financial condition of the Institution.
3. Ascertain that management established appropriate policies to define and identify conflicts of interest throughout NHCC and diligently administers and enforces those policies.
4. Appoint independent auditors subject to approval by members.
5. Review compliance with relevant material laws affecting NHCC.



Thank you for your interest in becoming a Board Member of New Horizons Crisis Center.

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