

*Responsibility 1*

**Determine the Housing program’s Mission and Purpose**

How satisfied are you that:	Not Satisfied		Satisfied	Not Sure
	1	2	3	4
1-1 All board members are familiar with the current mission statement?				
1-2 The current mission statement is appropriate for the housing program’s role in the next two to four years?				
1-3 The board’s policy decisions and the housing program’s programs and services reflect the mission?				

How can the Board do better in this area?

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*Responsibility 2*

**Approve and Monitor the Housing’s Programs and Services**

How satisfied are you that:	Not Satisfied		Satisfied	Not Sure
	1	2	3	4
3-1 The board is knowledgeable about housing program’s current programs and services?				
3-2 The board knows the strengths and weaknesses of each major program?				
3-3 The board periodically considers adopting new programs, and modifying or discontinuing current programs?				

How can the Board do better in this area?

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*Responsibility 3*

**Engage in Strategic Planning**

How satisfied are you that:	Not Satisfied		Satisfied	Not Sure
	1	2	3	4
6-1 The board focuses much of its attention on long-term, significant policy issues rather than short-term administrative matters?				
6-2 The board has a strategic vision of how the housing program should be evolving over the next three to five years?				
6-3 The board periodically engages in a strategic planning process that helps it consider how the housing program should meet new opportunities and challenges?				

How can the Board do better in this area?

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*Responsibility 4*

**Carefully Select and Orient New Board Members**

How satisfied are you that:	Not Satisfied		Satisfied	Not Sure
	1	2	3	4
4-1 The board has an effective process to identify the qualifications and expertise that new board members should bring to the housing program?				
4-2 The Board’s composition reflects the diversity needed by the housing program?				
4-3 The board cultivates and recruits candidates who possess the qualities needed to strengthen board composition?				
4-4 The board provides new board members with a comprehensive orientation to board responsibilities, the housing program’s services and programs, and administrative procedures?				
4-5 The board has established policies for length of board service and rotation of board members?				

How can the Board do better in this area?

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*Responsibility 5*

**Understand Relationship Between Board Commission and Staff**

How satisfied are you that:	Not Satisfied		Satisfied	Not Sure
	1	2	3	4
5-1 The respective roles of the board and staff are clearly defined and understood?				
5-2 A climate of mutual trust and respect exists between the board and executive director?				
5-3 The board gives the executive director enough authority and responsibility to lead and manage the housing program successfully?				
5-4 The board has adopted adequate policies for staff selection, training, promotion, and grievance procedures?				

How can the Board do better in this area?

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*Responsibility 6*

**Understand Relationship Between Board of Commissions & Community**

How satisfied are you that:	Not Satisfied		Satisfied	Not Sure
	1	2	3	4
6-1 The respective roles of the board and staff are clearly defined and understood?				
6-2 A climate of mutual trust and respect exists between the board and executive director?				
6-3 The board gives the executive director enough authority and responsibility to lead and manage the housing program successfully?				
6-4 The board has adopted adequate policies for staff selection, training, promotion, and grievance procedures?				

How can the Board do better in this area?

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*Responsibility 7*

**Enhance the Housing Program’s Public Image**

How satisfied are you that:	Not Satisfied		Satisfied	Not Sure
	1	2	3	4
7-1 The board has approved an effective public relations strategy for the housing program?				
7-2 Board members promote a positive image of the housing program in the community?				
7-3 The board understands who can serve as the official spokesperson for the housing program?				
7-4 The				

How can the Board do better in this area?

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*Responsibility 8*

**Organize Itself So That the Board Operates Efficiently**

How satisfied are you that:	Not Satisfied		Satisfied	Not Sure
	1	2	3	4
8-1 Board members are familiar with the bylaws?				
8-2 The board regularly reviews its policies, procedures, and bylaws?				
8-3 Board members receive clear and succinct agendas and supporting written material sufficiently prior to board and committee meetings?				
8-4 The agendas of board meetings focus on substantive issues appropriate for board consideration?				
8-5 Board members have adequate opportunities to discuss issues and ask questions?				

How can the Board do better in this area?

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## Individual Board Member Self-Evaluation

How satisfied are you that:	Not Satisfied		Satisfied	Not Sure
	1	2	3	4
1. Understand the housing program's mission?				
2. Support the mission?				
3. Have a good working relationship with other board members and with the Executive Director?				
4. Are knowledgeable about the housing program's major programs and services?				
5. Follow trends and important developments in the housing program's substantive field of interest?				
6. Respect the chain of command when confronted with staff issues?				
7. Keep an open mind on issues?				
8. Read and understand the housing program's financial statements?				
9. Act knowledgeably and respectfully when responding to resident inquiries about day-to-day issues?				
10. Focus your attention on long-term and significant policy issues rather than short-term administrative matters?				
11. Recommend qualified individuals with relevant				

<b>How satisfied are you that:</b>	<b>Not Satisfied</b>		<b>Satisfied</b>	<b>Not Sure</b>
skills and experience as possible nominees for the board?				
12. Prepare for and participate at board and committee meetings, as well as other activities of the housing program?				
13. Willingly volunteer and use your special skills to further the housing program’s mission?				
14. Complete all assignments in a responsible and timely manner?				
15. Take advantage of opportunities to enhance the housing program’s public image by periodically speaking to leaders in the community about the work of the housing program?				
16. Respect the confidentiality of the board’s executive sessions?				
17. Speak for the board or housing program only when authorized to do so?				
18. Suggest agenda items for future board and committee meetings?				
19. Advise and assist the executive director when your help is requested?				
20. Avoid burdening the staff with request for special favors?				
21. Ensure than any communication with staff				

<b>How satisfied are you that:</b>	<b>Not Satisfied</b>		<b>Satisfied</b>	<b>Not Sure</b>
below the executive director does not undermine the relationship between the executive director and his or her staff?				
22. Avoid, in fact and in perception, conflicts of interest that might embarrass the board or housing program, and disclose to the board in a timely manner any possible conflicts?				
23. Are heard and considered when you give your opinions?				
24. Find serving on the board to be a satisfying and req4				
25. Confine my discussion to agenda items only?				
26. Discuss controversial topics calmly and cooperatively?				
27. React to inflammatory comments calmly with a desire to mediate a resolution?				
28. Act in a manner that serves as a role model for the community?				
29. Maintain positive community relations that strive to build a supportive community foundation?				
30. Actively promote the HOUSING PROGRAM in a positive and professional manner?				



### *Board Members and Ethical Behavior*

Every interaction is an adventure that will result in experiences that will form and shape one's life and all the lives of those who participate in the adventure. The housing program is an organization of individuals established to improve the quality of life for the members of the Tribe. The Board is charged with the responsibility of making this happen in a manner reflective of the values of the Community.

The actions of the Board are guided by the policies of the housing program as well as applicable laws and regulations. In order to effectuate the goals of the HOUSING PROGRAM the Board must be composed of individuals with the highest personal integrity. For how the Board acts as a whole is a composite of the individual personal integrity maintained by each Board member. It is critical that each of us strive to preserve and strengthen our own integrity, to develop our self as a person who expresses basic values in everyday action with courage and compassion.

“What makes a person ethical? Aristotle defined an ethical person as someone with a “virtuous character,” in whom ethical values become internalized as personality characteristics. It is helpful to think of these personality traits as “good habits” or skills acquired through practice. Just as a pianist acquires habits of skillful playing through daily practice, so we can practice being generous, fair, brave, thoughtful, and honest. Using daily decisions as opportunities for practice, we gradually nurture and develop our character. For any give decision, it is appropriate to ask, “How does this decision help shape who I am?” It may be difficult to tell a donor that a gift is not appropriate, but doing so may strengthen one's courage and integrity.” (Nonprofit Organization Management, April 1997, page 2:52.1)

## CODE OF ETHICS

- *Commitment beyond self*
  - *How do we demonstrate a sense of cooperation for the benefit of the whole housing program?*
- *Obedience to all laws*
- *Commitment to the public good*
  - *What activities or behavior are there that might be contrary to the HOUSING PROGRAM mission and goals?*
- *Respect for the worth and dignity of individuals*
  - *Does the housing program follow through on program directions & policies established by the Board*
- *Tolerance, diversity, and social justice*
  - *What factors demonstrate a climate of tolerance that is open to criticism and dissent?*

**DEMONSTRATING MODEL BEHAVIOR**

- **Demonstrate a sense of cooperation for the benefit of the housing program;**
- **Strive for excellence in fulfillment of responsibilities;**
- **Maintains the highest regard for all applicable laws and regulations;**
- **Maintains a lifestyle that supports the mission and goals of the organization;**
- **Regards everyone with equal respect;**

**WHAT ACTIVITIES OR PRACTICES OF THE BOARD, STAFF, OR HOUSING PROGRAM ARE THERE THAT MIGHT BE CONTRARY TO OUR HOUSING PROGRAM'S MISSION AND CORE VALUES?**