



FINANCIAL PLANNING STANDARDS BOARD

FPSB Board of Directors Member Job Description

Job Title

FPSB Board of Directors member

Responsibilities

The FPSB Board of Directors is responsible for the strategic governance of the organization. Board members are responsible for being strategic and actively involved on the Board to include such responsibilities as the following:

- ❖ Consistently maintain the highest levels of integrity, ethics and global perspective.
- ❖ Attend, be fully prepared for and actively contribute to Board and committee meetings in a manner that is strategic, consistent, active, substantive, constructive, collaborative and respectful.
- ❖ Represent the organization at a strategic, governing level and in a unified voice, to help advance the organization on a global basis and ensure FPSB achieves its stated mission and strategic vision.
- ❖ Fulfill all legal and fiduciary obligations required of a Board member as defined in governance and other relevant documents.
- ❖ Act and communicate in a manner that is consistent with full Board decisions and authority and in the best interests of the organization as a whole.
- ❖ Serve as an outward-looking, future-oriented, strategic-thinking, active participant on the corporation's governing body.
- ❖ Maintain knowledge of current and potential future issues across global business, political and financial services sectors that may impact the organization; help the organization to effectively prepare to handle issues which could impact it.
- ❖ Bring strategic, visionary, innovative and practical business ideas forward for Board discussion to move the organization to new levels of growth and impact and make financial planning relevant and more broadly used globally.

Required qualifications:

- ❖ Ability to participate in English-language meetings.
- ❖ Cannot be an office bearer with an FPSB member organization while sitting on the FPSB Board of Directors.
- ❖ Strong governance experience.

Desired qualifications

- ❖ If a CFP professional, volunteer experience with an FPSB member organization and endorsement from that organization
- ❖ Experience in markets where financial planning is well developed (and evolving differently than in the past)
- ❖ Current executive-level experience in wealth management/financial planning with a global/international firm
- ❖ Experience with launching into multiple new territories and making business model adaptations
- ❖ Entrepreneurial mindset to take a business through launch and growth to development stages in nonprofit, professional body or non-government organization spaces

Duties

- ❖ Willing to serve FPSB in a fiduciary capacity.
- ❖ Commitment to a four-year term on the FPSB Board of Directors.
- ❖ Attend all Board meetings/conference calls.
- ❖ Serve on at least one standing or ad hoc committee/task force.
- ❖ Monitor activities of CEO in carrying out program goals and policies set by the Board.
- ❖ Represent the organization positively to the global community.
- ❖ Assist FPSB in gaining support by exercising personal and professional contacts whenever possible.

Time Commitment/Year (14 – 20 days)

Board of Directors

- ❖ Commitment to attend two four-day meetings each year in Asia, Europe, the Middle East or the Americas. **[8 days]**
- ❖ **Four travel days** to attend meetings above.
- ❖ Preparation time for Board meetings/calls. **[2.5 days]**
- ❖ Minimum of four one/two-hour conference calls per year. **[0.5 – 1 day]**

Committee Work

- ❖ Varies depending on Committee. **[0.5 – 1 day each quarter]**
- ❖ Committee chairpersons should expect an **additional 0.5 days each quarter**.

Training

- ❖ Initial orientation session for new board members, up to two 90-minute calls. **[with a half-day in-person meeting with FPSB leadership where practical]**

Other Time

- ❖ Depends on Board member's assumption of responsibilities.

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