



Job Description for Member of the MCC Board of Directors

General Expectations

1. Embrace the MCC's mission and vision
2. Ensure decisions, actions and policies are based on the MCC Guiding Principles
3. Promote the MCC priorities, programs and services
4. Embrace and promote diversity
5. Shall individually and collectively engage in advocacy efforts as needed for the purpose of promoting, maintaining, and sustaining the MCC and its comprehensive cancer control efforts
6. Volunteer to serve in leadership positions and / or to undertake special assignments
7. Seek to understand trends in cancer prevention and control
8. Bring a sense of humor to the board's deliberations

Meetings

1. Prepare for and participate in all scheduled board meetings and related activities
2. Prepare for and participate in MCC committee meetings and related activities
3. Be an active and informed participant
4. Support and represent board decisions to the membership
5. Speak on behalf of the board when asked to do so by the MCC Co-Chairpersons
6. Suggest appropriate agenda items for board and committee meetings to ensure that significant policy-related matters are addressed

Relationship with MCC Staff

1. Work constructively and collegially with Michigan Department of Community Health (MDCH) staff and their agents
2. Consult with the MCC Co-Chairpersons before asking for individual administrative support from staff

Relationship to MCC Membership

1. Serve the MCC membership as a whole rather than serving individual member organizations or special interest groups
2. Actively seek input from members
3. Meet, engage, and show an interest in existing members
4. Identify and recruit new members
5. Identify, mentor, and support potential new MCC leaders

Promote Integrity

1. Disclose any possible conflicts to the board in a timely fashion, and avoid even the appearance of a conflict of interest
2. Maintain objectivity and do what a sense of ethics and personal integrity dictate

Resource Development

Assist in the identification and development of resources to support the MCC Initiative

Length of term: 3 years

Average amount of time per month: 6-8 hours

*Approved by MCC Board of Directors 4-30-08
Please discard all previous versions*