**Board Profile Worksheet**

This worksheet should be adapted by each organization to assess its current board composition and plan for the future. In considering board building, an organization is legally obligated to follow its bylaws, which may include specific criteria on board size and structure. Or the bylaws may need to be updated to incorporate and acknowledge changes in the environment and community that have made changes in the board structure necessary or desirable. An organization will look for different skills and strengths from its board members depending on its stage of development, issues facing the organization, long-term strategic direction and other circumstances.

**Current Members Prospective**

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|  | 1 | 2 | 3 | 4 | 5 | **6** | 7 | 8 | 9 | 10 |  | A | B | C | D | E | F |
| **Age** |  |  |  |  |  |  |  |  |  |  |  |  |  |  |  |  |  |
| Under 18 |  |  |  |  |  |  |  |  |  |  |  |  |  |  |  |  |  |
| 19 - 34 |  |  |  |  |  |  |  |  |  |  |  |  |  |  |  |  |  |
| 35 – 50 |  |  |  |  |  |  |  |  |  |  |  |  |  |  |  |  |  |
| 51 – 65 |  |  |  |  |  |  |  |  |  |  |  |  |  |  |  |  |  |
| Over 65 |  |  |  |  |  |  |  |  |  |  |  |  |  |  |  |  |  |
| **Gender Identity** |  |  |  |  |  |  |  |  |  |  |  |  |  |  |  |  |  |
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| **Race/Ethnicity** |  |  |  |  |  |  |  |  |  |  |  |  |  |  |  |  |  |
| African American/Black |  |  |  |  |  |  |  |  |  |  |  |  |  |  |  |  |  |
| Asian/Pacific Islander |  |  |  |  |  |  |  |  |  |  |  |  |  |  |  |  |  |
| Caucasian |  |  |  |  |  |  |  |  |  |  |  |  |  |  |  |  |  |
| Hispanic/Latino |  |  |  |  |  |  |  |  |  |  |  |  |  |  |  |  |  |
| Native American |  |  |  |  |  |  |  |  |  |  |  |  |  |  |  |  |  |
| Other |  |  |  |  |  |  |  |  |  |  |  |  |  |  |  |  |  |
| **Language Proficiency** |  |  |  |  |  |  |  |  |  |  |  |  |  |  |  |  |  |
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| **Disability** |  |  |  |  |  |  |  |  |  |  |  |  |  |  |  |  |  |
| **Community Connections** |  |  |  |  |  |  |  |  |  |  |  |  |  |  |  |  |  |
| * Agency service consumer |  |  |  |  |  |  |  |  |  |  |  |  |  |  |  |  |  |
| * Neighborhood leader |  |  |  |  |  |  |  |  |  |  |  |  |  |  |  |  |  |
| * Youth leader |  |  |  |  |  |  |  |  |  |  |  |  |  |  |  |  |  |
| * Faith-based organizations |  |  |  |  |  |  |  |  |  |  |  |  |  |  |  |  |  |
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**Current Members Prospective**

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| **Qualities** | 1 | 2 | 3 | 4 | 5 | **6** | 7 | 8 | 9 | 10 |  | A | B | C | D | E | F |
| Leadership skills |  |  |  |  |  |  |  |  |  |  |  |  |  |  |  |  |  |
| History of dedication to work |  |  |  |  |  |  |  |  |  |  |  |  |  |  |  |  |  |
| Personal connection with the  organization’s mission |  |  |  |  |  |  |  |  |  |  |  |  |  |  |  |  |  |
| Deep roots or connections in communities of interest |  |  |  |  |  |  |  |  |  |  |  |  |  |  |  |  |  |
| Commitment to equity |  |  |  |  |  |  |  |  |  |  |  |  |  |  |  |  |  |
| **Personal Style** |  |  |  |  |  |  |  |  |  |  |  |  |  |  |  |  |  |
| Consensus builder |  |  |  |  |  |  |  |  |  |  |  |  |  |  |  |  |  |
| Good communicator |  |  |  |  |  |  |  |  |  |  |  |  |  |  |  |  |  |
| Strategist |  |  |  |  |  |  |  |  |  |  |  |  |  |  |  |  |  |
| Visionary |  |  |  |  |  |  |  |  |  |  |  |  |  |  |  |  |  |
| Bridge builder |  |  |  |  |  |  |  |  |  |  |  |  |  |  |  |  |  |
| **Characteristics / Skills to Help Move Strategic Direction (s)** |  |  |  |  |  |  |  |  |  |  |  |  |  |  |  |  |  |
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| **Areas of Expertise** |  |  |  |  |  |  |  |  |  |  |  |  |  |  |  |  |  |
| Administration/Management |  |  |  |  |  |  |  |  |  |  |  |  |  |  |  |  |  |
| Advocacy |  |  |  |  |  |  |  |  |  |  |  |  |  |  |  |  |  |
| Entrepreneurship |  |  |  |  |  |  |  |  |  |  |  |  |  |  |  |  |  |
| Financial Management |  |  |  |  |  |  |  |  |  |  |  |  |  |  |  |  |  |
| Accounting |  |  |  |  |  |  |  |  |  |  |  |  |  |  |  |  |  |
| Banking and trusts |  |  |  |  |  |  |  |  |  |  |  |  |  |  |  |  |  |
| Investments |  |  |  |  |  |  |  |  |  |  |  |  |  |  |  |  |  |
| Fundraising |  |  |  |  |  |  |  |  |  |  |  |  |  |  |  |  |  |
| Government |  |  |  |  |  |  |  |  |  |  |  |  |  |  |  |  |  |
| Law |  |  |  |  |  |  |  |  |  |  |  |  |  |  |  |  |  |
| Marketing, Public relations |  |  |  |  |  |  |  |  |  |  |  |  |  |  |  |  |  |
| Human resources |  |  |  |  |  |  |  |  |  |  |  |  |  |  |  |  |  |
| Strategic planning |  |  |  |  |  |  |  |  |  |  |  |  |  |  |  |  |  |
| Physical plant (architect, engineer) |  |  |  |  |  |  |  |  |  |  |  |  |  |  |  |  |  |
| Real Estate |  |  |  |  |  |  |  |  |  |  |  |  |  |  |  |  |  |
| Special program focus  (education, health, public policy, social services) |  |  |  |  |  |  |  |  |  |  |  |  |  |  |  |  |  |
| Technology |  |  |  |  |  |  |  |  |  |  |  |  |  |  |  |  |  |
| Other |  |  |  |  |  |  |  |  |  |  |  |  |  |  |  |  |  |
| Number of years (or terms) on the board |  |  |  |  |  |  |  |  |  |  |  |  |  |  |  |  |  |