



## **Set of Expectations Jessie Ball duPont Fund Trustee**

### **Core Work of duPont Fund Trustees**

- Establish organizational and investment policies and practices to ensure that the Fund fulfills the highest standards of the public trust
- Ensure effective stewardship and management of the Fund's resources, including approval of and periodic review of the annual budget
- Chart with the President the short- and long-term strategy of the Fund
- Review and make funding decisions on grant proposals from the Fund's eligible institutions
- Monitor and evaluate the effectiveness of the Fund's grantmaking and nongrantmaking programs
- Select, evaluate performance, and determine compensation of the CEO
- Hire and monitor the performance of the corporate trustee
- Assess the performance of the Trustees

### **Selection Criteria for duPont Fund Trustees**

The Trustees of the Jessie Ball duPont Fund are looking for candidates who:

- Have a demonstrated track record of working in a consensual and collegial manner with colleagues and who can contribute to the Fund's goal of building a culture of deliberation and reflective practice
- Are known for integrity, empathy, patience, and humility
- Understand the critical importance of working in a respectful manner with the Fund's President, program officers, administrative staff, and eligible organizations
- Are known for engaging in thoughtful and analytical problem solving related to complex organizational and public concerns
- Are willing to ask difficult questions and challenge organizational assumptions and practices
- Bring a deep understanding of and respect for the challenges and opportunities facing Southern communities
- Value the potential of philanthropy to strengthen communities and who possess a rich philanthropic imagination

- Are willing to make a significant commitment of time, intellect, and emotional energy to support and enhance the work of the Fund
- Are willing to engage in candid and open conversation with the trustees and staff of the Fund
- Demonstrate intellectual curiosity and a commitment to life-long learning
- Understand the importance and value of a healthy sense of humor
- Are known for working across racial, economic, and political lines to strengthen public and community life

### **Performance Expectations of duPont Fund Trustees**

- Comply with the Policies of the Trustees
- Abide by the Fund's Conflict of Interest statement
- Remain knowledgeable about the Fund's diverse activities, commitments, and initiatives
- Participate in the Trustee orientation process
- Participate in all Trustee meetings
- Participate in one three-day planning meeting annually
- Participate in a minimum of four conference calls annually
- Participate in the Fund's regional meetings held in Jacksonville (FL), Richmond (VA), Wilmington (DE), and the Northern Neck (VA)
- Review approximately 200 proposals annually
- Participate in a limited number of site visits to eligible institutions, accompanied by duPont Fund program staff
- Defer inquiries about specific grant requests to duPont Fund program staff
- Serve as the Fund's representative on local commissions, grantmaking committees, and community development efforts (e.g., Jacksonville LISC, Community Building Fund)
- Participate in award presentations sponsored by the Fund
- Attend professional meetings (e.g., Southeastern Council of Foundations, Council on Foundations, Columbia-duPont Awards)
- Participate in ongoing professional development activities
- Represent the Fund at various functions when necessary

**Note:** People currently employed at Jessie Ball duPont Fund eligible institutions cannot be considered for a trustee position. People currently serving on the governing boards of duPont Fund eligible organizations are eligible to apply for the position of duPont Fund trustee. If selected to serve as duPont Fund trustee, however, these candidates would need to resign from governing boards of duPont Fund eligible organizations in compliance with the Fund's Conflict of Interest statement.