



## **Family of Women Leader Performance Policy**

### **I. BACKGROUND**

- A.** The Family of Women is an organization that leads, inspires and mentors women to embrace their power, purpose and value. It offers members opportunities to assume leadership roles. Some of these roles include (but are not limited to) Chapter Leader, Chapter Leadership Team, Program Leader, etc.
- B.** The Family of Women is an organization that prides itself on being a place where a woman is held to her best, and to accomplish this, it has open, transparent and responsible policies and processes.
- C.** This policy does not apply to Board of Directors or Women's Discovery Weekend Trainers. The Board of Director performance is governed by Oregon statute and the Family of Women Bylaws. The Women's Discovery Weekend Trainer performance is governed by the rules set out by the insurance company that provides insurance.
- D.** For United States federal tax purposes, the Family of Women is designated as a 501(c)(3) organization which means that it is exempt from federal taxation provided it complies with all applicable rules and regulations.
- E.** All volunteer leaders are required to adhere to the Bylaws of the Family of Women all Board-approved policies, financial procedures and general operations, as required by the Board of Directors and/or by federal and Oregon statute, all of which are necessary to maintain the exempt status of the Family of Women, Inc.
- F.** There may be times when a leader is unable or unwilling to carry out the position responsibilities to the highest standard and in the best interests of the Family of Women. Leadership difficulties may be situational and it is

important to look at the **Ineffective Leader**'s attitude, whether she has requested or been provided support and whether she has been supportable. This policy sets out the process to follow when a leader's performance jeopardizes the Family of Women or the members she leads.

## **II. DEFINITIONS**

- A. "Ineffective Leader"** is a leader who is unable or unwilling to carry out the position responsibilities to the highest standard and in the best interests of the Family of Women and/or when the leader's performance jeopardizes the Family of Women or the members she leads.

## **III. POLICIES**

- A.** Family of Women leaders are part of a leadership team that is empowered to make decisions and is intended to be self-governing. If it is perceived that the ineffective leader is not carrying out her responsibilities in the best interest of the Family of Women, this concern will be brought to the Ineffective Leader's attention, to the attention of the leadership team and to the attention of her oversight leader.
- B.** In the event there is an Ineffective Leader, steps will be taken to reiterate her individual responsibilities and the impact to the membership as a whole.
- C.** If the leadership team and the oversight leader determine the leader to be ineffective, they are to refer and follow the Leader Performance Procedure.
- D.** The leadership team and the oversight leader must be sure that the Ineffective Leader is provided every opportunity to take responsibility and make the necessary changes required to continue in the position.
- E.** If removed, the Ineffective Leader remains a member of the Family of Women with all the rights and privileges of a member. Any leader removed from a position shall be interviewed before taking another leadership position.

Approved by the Family of Women Board of Directors

April 27, 2020