

# Board Profile Worksheet

## Expertise/Skills/Personal Data

This worksheet can be adapted by organizations to assess their current board composition and plan for the future. The governance committee can develop an appropriate grid for the organization and then present its findings to the full board.

In considering board building, an organization is legally obligated to follow its bylaws, which may include specific criteria on board size, structure, and composition. 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.

Remember, an organization will look for different skills and strengths from its board members depending on its stage of development and other circumstances.

	Current Members	Prospective Members					
		A	B	C	D	E	F
<b>Age</b>							
Under 18							
19-34							
35-50							
51-65							
Over 65							
<b>Gender</b>							
Male							
Female							
<b>Race/Ethnicity/Disability</b>							
African American/Black							
Asian/Pacific Islander							
Caucasian							
Hispanic/Latino							
Native American/Indian							
Other							
Disability							
<b>Resources</b>							
Money to give							
Access to money							
Access to other resources (foundations, corporate support)							
<b>Community Connections</b>							
Religious Organizations							
Corporate							
Education							
Media							

Political								
Philanthropy								
Small Business								
Social Services								
Other								
<b>Qualities</b>								
Leadership Skills								
Willingness to work								
Personal connection with the organization's mission								
<b>Personal Style</b>								
Bridger								
Proclaimer								
Strategist								
Visionary								
<b>Areas of Expertise</b>								
Administration/Management								
Entrepreneurship								
Financial Management								
Accounting								
Banking and Trusts								
Investments								
Fundraising								
Government								
International Affairs								
Law								
Marketing, Public Relations								
Human Resources								
Strategic Planning								
Physical Plant (Architect, Engineer)								
Real Estate								
Representative of Clients								
Special Program Focus (Education, Health, Public Policy, Social Services)								
Technology								
Other								
<b>Number of Years on the Board</b>								