                  Dayton’s Bluff Seniors Living at Home Block Nurse Program

      463 Maria Ave St. Paul. MN 55106

 Phone: 651-776-7210 ext. 303

www.daytonsbluffseniors.org

**Position Description Treasurer of Non-Profit Board**

**Board Members of the Dayton’s Bluff Seniors LAH/BNP**

**Background:** The Dayton’s Bluff Seniors Living At Home Block Nurse Program, has existed in Dayton’s Bluff since 2008, to assist serving elder neighbors through a combination of volunteer, nursing, and other services to help older people stay in their own homes. We are now going on our third year and serviced 100 seniors last year. Through wellness clinics, service coordination, and avocation we empower seniors to live full lives in there homes.

**Position Overview:** The role of Dayton’s Bluff Seniors Board members is vital. Board Responsibilities include the following: Maintaining the programs mission and purpose.

Develop and administer policy. Develop personnel policies and employ Executive Director. Ensure adequate resources and effective organizational planning.

**Board Composition:** According to the bylaws of the Dayton’s Bluff Seniors Board is composed of:

Up to 15 members selected from the following areas: The majority from community citizenry, at least one of whom shall be 65years of age or older .One shall be a church leader, one from a health related field or social service profession, or person with business or government background.

Time commitment is several hours a month up to 1, 2, or 3 year commitments.

**Board Member Qualifications:**

* Able to attend Board meetings in person or via phone. Meetings are currently scheduled monthly from 10:00 a.m. -11:30 a.m. on the 3rd Monday of the month.
* Able to contribute at least four hours of volunteer time per month.
* Experience working with Quick Books
	+ Marketing and publicity
	+ Finance

Please contact Rhonda Battisto. Phone: 651-776-7210 ext. 303 or 651-276-3712