

**CRITERIA FOR MEMBERSHIP ON THE MORAVIAN THEOLOGICAL SEMINARY
BOARD OF TRUSTEES**

I. Qualifications

1. High personal integrity and professional standards
2. Disclosure of any conflicts of interest
3. Established record of leadership and “community” prominence
4. Excellent judgment and oversight ability
5. Contribution to Board diversity, including but not limited to expertise, background, gender, race, age, geography, religious denomination
6. Willing to give time and financial support to the Institution

II. Characteristics

Intelligent and perceptive

- Knowledge
- Discernment
- Knowing when to speak and when to keep silent

Self-confident and independent

- Leadership
- Experience
- Dependability
- Kindness
- Humility
- Sense of Humor

Participative and team oriented

- Compassion
- Forbearance

Analytical and willing to probe on issues

- Problem-solving
- Vision
- Organization
- Business Acumen
- Attention to detail

Energetic

Proactive engagement

Respectful of divergent opinions

- Willingness to listen and to hear
- Discretion

A Sense of the Divine

Statement of Responsibilities

Board of Trustees, Moravian Theological Seminary

These guidelines serve to clarify what is expected of each Trustee.

“Trusteeship is a call to service, the value of which is measured by the results of active and continuous support.” (By-laws, Article IV, Section 1)

We pledge:

Our Commitment by

1. Providing resources and financial support
 - Helping to open doors on behalf of the Seminary to secure the financial, human, and political resources necessary for the institution to accomplish its mission and purposes successfully.
 - Contributing to and assisting the VPIA and Director of Development with fundraising for the annual fund and comprehensive campaigns to the very best of our ability.
 - Mandatory participation in the annual fund and comprehensive campaigns.
 - Moravian Theological Seminary must be among the individual’s top philanthropic activities.
 - Specific giving expectation will be customized based on individual ability, established up front.
 - Are committed to the mission of the institution.
2. Participating actively
 - Faithfully and consistently participating in Board and Committee meetings, other Board functions, and as many campus events as possible.
 - Serving on standing Committees of the Board, as assigned
 - Preparing for all meetings by reading the agenda and its supporting material, and participating in those meetings by sharing our experiences and skills and asking good questions to advance the purposes and mission of the Seminary.
 - Serving the Seminary as a whole, rather than representing the interests of any constituency, according to our individual judgment and conscience.
 - Accepting leadership positions and other special assignments as appropriate. Recommend new Trustee candidates. Our Board is committed to effective succession planning for all Trustee and leadership positions.
 - Listening carefully to and respecting opinions different from their own.
3. Serving as ambassadors
 - Taking advantage of opportunities to say something good about the Seminary to the various groups with whom we have influence; teaching the outside world enthusiastically about our institution.
 - Promoting strong and healthy relationships between the Seminary, its students, alumni, faculty, staff and the public
 - Promote positive images of the Seminary within the Church, the community, the region, and the world.
 - Inform constituents of the work of the Seminary.

**Our Best Effort to Protect the Integrity
of the Moravian Theological Seminary and the Board by**

4. Avoiding situations that could cause even the appearance of a conflict of interest beyond those that may have been known to exist at the time of election to the Board. Make full disclosure of potentially problematic relationships, especially those that involve direct or indirect receipt of Seminary funds. We accept the possibility that disclosure alone may not be, in the judgment of the Board, an adequate response.
5. Maintaining confidentiality of Board discussions and refrain from discussing Board business outside the Board Room.
6. Speaking for the Board is the president's and Board chair's responsibility.
7. Refraining from asking for special favors of the president or staff. The president reports to the Board as a whole, and the staff to the president.

And to Demonstrate Responsible Trusteeship by

8. Keeping ourselves informed about the Seminary and trends and issues in higher education that can affect its future. Remain up-to-date on the work and concerns of the Seminary by reading the minutes, the newsletters and the web-site.
9. Asking timely and substantive questions, without hesitation, based on our concerns, convictions, and conscience. Collaborate to make decisions and to solve problems, while supporting the majority decision on issues that are finally reached by the Board.
10. Avoiding judgments and independent actions on the basis of information received from individuals or groups with real or perceived grievance. Substantive information should be referred to the president and/or Board chair.
11. Recognizing that it is the Board as a corporate body that approves Seminary policies and monitors their implementation. The responsibility of the administration is to manage day-to-day business. As individual Trustees, we have no special prerogatives except when we convene as a corporate body.
12. Respecting the presidency and publicly supporting the president.
13. Demonstrating a solid understanding and knowledge of the Seminary. At all times display a sense of loyalty and commitment to the Seminary.
14. Responding promptly to communications from the Seminary.
15. Understanding the leadership role the Seminary plays in addressing the needs of the Church and other religious agencies served by the institution.
16. Fulfilling the specific range of responsibilities of the Board of Trustees of the Seminary as set forth in Article III, Section 5 of the By-laws. It is expected that all Board members will be familiar with the scope of their responsibilities outlined in this section of the By-laws.