

## **Statement of Service**

A duly elected Board member of IDEAS (the International Development Evaluation Association) is expected to fulfill the following duties. S/he will:

1. Participate fully in the work of the Board, by:
  - Attending official Board meetings[1].
  - Responding to requests for comments and inputs to Board meeting agendas and minutes.
  - Participating in subcommittees of the Board (as assigned by the Executive or on a voluntary basis).
  - Being available for ad hoc meetings as notified and arranged in advance by the IDEAS Secretary.
2. Serve IDEAS on a voluntary basis, receiving no financial payment for work as a Board member.
3. Receive reasonable compensation for costs incurred in carrying out Board-related duties, whilst ensuring that any costs incurred are kept to a minimum.
4. Abide by accepted codes and standards of conduct as a serving Board member. Specifically, the incumbent will:
  - Avoid actual or potential conflicts of interest and never act for personal gain or for the benefit of another organization at the expense of IDEAS.
  - Be faithful to the mission of IDEAS and act consistently with its central goals.
5. Comply with all applicable laws and regulations of IDEAS.
6. Respect the confidentiality of all information received by IDEAS in verbal, digital, or written form.
7. Actively promote IDEAS and recruit new members when opportunities present.
8. Ensure s/he has a reliable means of communication and can be contacted by the Board, via email, telephone or cellular phone at all times.
9. Contribute regularly to the IDEAS website by submitting papers, news articles and digital photographs, and by sharing recommended sources with the IDEAS Coordinator.
10. Remain accountable to the membership of IDEAS.
11. Accept that, if s/he is not able to fulfill these obligations as a Board member to the satisfaction of the Board, that the Executive Committee has the right and obligation to ask for and receive his/her resignation and to find a suitable replacement for him/her on the Board of IDEAS.

**Having reviewed the duties of Board Members, I will if elected meet and fulfill the duties and obligations placed on me as a Board member of IDEAS.**

*Jenise Baptiste*