



## Purpose

The CDA Foundation is an affiliate of the California Dental Association. The foundations' purpose is to improve the oral and overall health of all Californians by supporting the dental profession in its efforts to meet community needs. The foundation provides CDA Cares events and grant opportunities to community-based organizations and individuals to reduce barriers to care in underserved populations.

The CDA Foundation Board of Directors oversees the business of the foundation, ensuring alignment with CDA, the parent company. The board adopts policies for foundation operations and finances.

## Primary Duties

- Set and monitor strategic direction.
- Oversee and manage foundation programs, including but not limited to CDA Cares, grants and scholarship awards.
- Oversee the fiscal affairs of the foundation, including fundraising and development activities and adopting an annual budget.
- Conduct an annual evaluation of the executive director.
- Recommend non-CDA member/non-employee director candidates to the CDA board.

## Qualifications/Skills

All directors:

- Analytical and strategic-thinking skills, as well as an innovative approach.
- Ability to monitor, guide and evaluate strategic direction.
- Ability to collaborate, balancing the needs of various stakeholders.

At-large and trustee directors:

- Knowledge of CDA's corporate structure and culture.
- Prior leadership experience in organized dentistry.
- CDA Foundation leadership experience.
- Experience in public health, private practice and/or dental school faculty.

Public directors:

- Experience with a charitable organization, preferably in the area of fund development.
- Experience in nonprofit leadership.
- Community involvement or leadership.
- Experience with local government or policy development.

Some directors:

- Prior service on a board of directors.

## Time Requirements

- Board meetings: Four to six annually
- Subcommittee meetings: During board meetings and/or as needed between meetings to conduct business
- Conference calls: As needed to conduct business
- CDA Cares events: One to two annually

## Composition

The board shall be comprised of no fewer than twelve and no more than eighteen members.

- At-large directors (7-9): Seven to nine CDA members, recommended by the Committee on Volunteer Placement and elected by the CDA board.
- Public directors (2-4): Two to four non-CDA members, recommended by the foundation board and elected by the CDA board.
- Associate directors (1-2): One to two associates, recommended by the Committee on Volunteer Placement and elected by the CDA board.
- CDA director (1): One director, elected by the CDA board.
- Executive director, non-voting (1): Foundation executive director.
- Immediate past chair, non-voting (1): Immediate past chair, should he/she not otherwise be a member of the board.

The chair shall be elected by the foundation board. The CDA executive director or his/her designee, shall serve as vice chair.

## Term/Tenure

- The at-large and public director terms shall be three years. The tenure shall be three terms.
- The associate director term shall be one year. The tenure shall be three terms. An associate may not have previously served as an at-large or public director and may not have previously served more than three terms as an associate. Terms served in an associate position shall not be counted toward at-large or public director tenure limits.
- The CDA director term shall be two years. This term shall not be counted toward tenure limits.