



## BOARD ASSESSMENT TOOL

### OVERVIEW

**Board self-assessment** is a best practice of successful nonprofit Boards of Directors. NAO has adopted the Independent Sector's Principles for Good Governance and Ethical Practice, which promotes best practices for our sector. Principle #16 states, "Board members should evaluate their performance as a group and as individuals no less frequently than every three years, and should have clear procedures for removing board members who are unable to fulfill their responsibilities." NAO recommends Boards complete self-assessments annually, if Board engagement or attendance is lagging, or if the Board has become distracted from their basic roles and responsibilities.

Assessment tools can be simple and quick, yet powerful. Here are two FREE NAO assessments that each take less than ten minutes to complete:

- **Board Assessment\*** assesses the functioning of the Board as a whole. It is anonymous, and can be completed, tallied, and the results reviewed in one Board meeting.
- **Board Member Self-Assessment\*** also anonymous, gives Board members the opportunity to reflect on their own performance and experiences serving on the Board. If Board members are comfortable sharing, the answers to questions seven through nine can help the Executive, Nominating, or Governance Committee identify strategies to improve Board member effectiveness and satisfaction.

### A few tips on Board assessment

- Many Board assessment tools are available online. Find an assessment tool that fits your organization. Reflect on what talents and assets are important to support your organization and increase diversity, and choose a tool that supports your goals.
- Include a Board member self-assessment/evaluation in addition to an overall Board assessment to support leadership development.
- Use the assessment to inform a plan to build Board capacity and recruitment.
- Ask Board members what they enjoy and excel at and match their duties to those traits.
- Regularly acknowledge the contributions of Board members to the work of the Board and celebrate successes!



### FREE TOOLS AND RESOURCES

Scan QR code or visit:  
[tinyurl.com/NAO-Board-Assessment](http://tinyurl.com/NAO-Board-Assessment)

*\*Download/View Assessments online*

For more information or copies of this Nonprofit Tip Sheet contact NAO's Helpline at [helpline@nonprofitoregon.org](mailto:helpline@nonprofitoregon.org)