# Board Composition Checklist

## [Organisation] [Date]

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| **Diversity** | **Current members** | **Ideal board** |
| Aged under 18 |  |  |
| Aged 19–34 |  |  |
| Aged 35–50 |  |  |
| Aged 51–65 |  |  |
| Aged over 65 |  |  |
| Male |  |  |
| Female |  |  |
| Indigenous |  |  |
| First language other than English |  |  |
| People with a disability |  |  |
| Other (specify) |  |  |

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| **Connections** | **Current members** | **Ideal board** |
| Corporate |  |  |
| Education |  |  |
| Media |  |  |
| Political |  |  |
| Philanthropic |  |  |
| Small business |  |  |
| Social services |  |  |
| Organisation’s client group |  |  |
| Other (specify) |  |  |

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| **Qualities** | **Current members** | **Ideal board** |
| Ability to work co-operatively |  |  |
| Leadership skills |  |  |
| Sense of humour |  |  |
| Commitment to the organisation’s mission |  |  |
| Ability to donate |  |  |
| Other (specify) |  |  |

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| **Skills** | **Current members** | **Ideal board** |
| Meetings |  |  |
| Fundraising |  |  |
| Budgeting |  |  |
| Planning |  |  |
| Other (specify) |  |  |

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| **Areas of expertise** | **Current members** | **Ideal board** |
| Administration and management |  |  |
| Entrepreneurship |  |  |
| Accounting |  |  |
| Banking and investment |  |  |
| Fundraising |  |  |
| Government |  |  |
| Law |  |  |
| Marketing, public relations, communications |  |  |
| Human resources |  |  |
| Strategic planning |  |  |
| Physical plant (architects, engineers) |  |  |
| Real estate |  |  |
| Technology |  |  |
| Social media |  |  |
| Other (specify) |  |  |