



BOARD MEMBER JOB DESCRIPTION

TERM: Three (3) years. Note: the Bylaws allow three consecutive terms.

PURPOSE OF THE POSITION: Board Members set River Keepers' policy. The Board of Directors determines, monitors, and evaluates goals, and approves the budget.

KEY RESPONSIBILITY AREAS:

- **Policy Administration:** Ensures that River Keepers operates within its adopted by-laws. Acts on proposed revisions to by-laws. Recommends policies which determine the purpose, governing principles, functions and activities of the organization.
- **Evaluation:** Monitors the activities of River Keepers including committee work, proposals, and organization operation.
- **Public and Community Relations:** Understands and interprets the work of River Keepers to the community.
- **Personnel:** Through the Executive Committee, annually evaluates the performance of the Executive Director. Approves personnel policies. Participates in recruitment and development of the Board and Committee members.
- **Finance:** Approves and monitors River Keepers financial activity. Authorizes and approves the annual financial review.
- **Fundraising:** Creates the financial climate for fulfilling River Keepers' purpose through participation in fundraising activities. In order to credibly solicit contributions from foundations, organizations, and individuals, River Keepers expects to have every Board Member make an annual contribution that is commensurate with their capacity. Board Members will consider River Keepers a philanthropic priority and make annual gifts that reflect that priority.
- **Program:** Become familiar with River Keepers' programs and participate in at least one volunteer activity per year. Participates in program planning, monitoring, and evaluation.

MINIMUM POSITION EXPECTATIONS:

- Demonstrated interest in River Keepers' mission, goals, and projects.
- Specific experience, interest and/or knowledge in at least one of the following areas: education, environment, business development, major donors, social concerns, arts and culture, nature, recreation, public safety, neighborhood and water resources.
- Willingness to attend Board meetings, serve on a Board committee and volunteer in at least one organizational activity or event per year.
- Willingness to participate in Board orientation and training activities and adhere to Board duties and responsibilities outlined in the River Keepers manual and By-laws.
- Be a River Keepers member in good standing.