

# Okemo Valley TV Board of Directors

## Board Member Job Description

### **Position**

The Board will support the work of Okemo Valley TV and provide mission-based leadership and strategic governance. The Board acts as a singular entity and direction is given through the consensus of its members. While day-to-day operations are led by Okemo Valley TV's chief executive / Executive Director, the relationship with the Board is a partnership, and the appropriate involvement of the Board is both critical and expected. Service on Okemo Valley TV's Board of Directors is without remuneration, except for administrative support, travel, and accommodation costs in relation to Board Members' duties.

### **Responsibilities**

#### **I. Leadership, governance and oversight, including:**

- Serve as a trusted advisor to Executive Director or Chief Executive;
- Support the development and implementation of strategic plan;
- Review outcomes and metrics for evaluating the impact and value of the organization in the community, and regularly measure its performance and effectiveness
- Review agenda, reports, and supporting materials prior to board and committee meetings
- Approve an annual budget and other periodic financial documents
- Stay informed of, and meet all, legal and fiduciary responsibilities
- Contribute to an annual performance evaluation of the Executive Director or Chief Executive
- Participate in and contribute to at least one Board committee
- Assist in the annual recruitment of new candidates to the Board of Directors and ensuring the organization's commitment to a diverse Board that reflects community needs
- Ensure that board resolutions are carried out
- Represent the organization in the community, acting as an ambassador

#### **II. Fundraising**

Board Members will consider the organization to be a philanthropic priority and will help support fundraising efforts. So that the organization can credibly solicit contributions from foundations, organizations, and individuals, there shall be "100% participation" on fundraising projects from the Board, which includes an annual contribution.

#### **III. Board terms / participation**

In accordance with Okemo Valley TV's By Laws, Board Members will serve a three-year term. Board meetings will be held regularly and committee meetings will be held in coordination with full board meetings.

#### **IV. Qualifications**

Ideal candidates will have the following qualifications:

- Extensive professional experience with significant executive leadership accomplishments in business, government, philanthropy, or the nonprofit sector
- A commitment to and understanding of the organization's beneficiaries and its service area
- Savvy diplomatic skills and a natural affinity for cultivating relationships and persuading, convening, facilitating, and building consensus among diverse individuals
- Personal qualities of integrity, credibility, and a passion for improving the lives of community members