



## Board Member Job Description

### **EcoWomen**

#### **Member of the Board of Directors**

### **Mission**

Our mission is to inspire and empower women to become leaders for the environmental community through educational and professional development opportunities.

For more information, please visit our website at [www.ecowomen.org](http://www.ecowomen.org).

### **Position**

The Board will support the work of EcoWomen and provide mission-based leadership and strategic governance. EcoWomen is a non-profit run entirely by volunteers, which makes our Board leadership and involvement both critical and expected. Specific Board Member responsibilities include:

#### **Leadership, governance and oversight**

- Contribute to the creation and implementation of EcoWomen's strategic plan
- Review outcomes and metrics created by EcoWomen for evaluating its impact and effectiveness in carrying out the organization mission; regularly measure its performance and effectiveness using those metrics
- Provide guidance, oversight, and financial support for EcoWomen chapters
- Review agenda and supporting materials prior to board and committee meetings
- Approve EcoWomen's annual budget, audit reports, and material business decisions; being informed of, and meeting all, legal and fiduciary responsibilities
- Identify and recruit other Board Members
- Serve on committees or task forces and take on special assignments
- Represent EcoWomen to stakeholders; act as an ambassador for the organization
- Ensure EcoWomen's commitment to a diverse board that reflects the communities EcoWomen serves

#### **Fundraising**

EcoWomen Board Members will consider EcoWomen a philanthropic priority and make annual gifts that reflect that priority. So that EcoWomen can credibly solicit contributions from foundations, organizations, and individuals, EcoWomen expects to have 100 percent of Board Members make an annual contribution that is commensurate with their capacity.



### **Board terms/participation**

EcoWomen Board Members will serve a two-year term to be eligible for re-appointment for two additional terms. Board meetings will be held quarterly and committee meetings will be held monthly in coordination with full board meetings.

### **Qualifications**

This is a unique opportunity for an individual who is passionate about EcoWomen's mission and who has a track record of professional leadership. Selected Board Members will share their enthusiasm and knowledge with our Board, chapters, and communities. Your accomplishments will allow you to attract other well-qualified, high-performing Board Members.

Ideal candidates will have the following qualifications:

- Extensive professional experience with leadership accomplishments in business, government, philanthropy, or the nonprofit sector
- Savvy diplomatic skills and a natural affinity for cultivating relationships and building consensus among diverse individuals
- Personal qualities of integrity, credibility, and honesty

Service on EcoWomen's Board of Directors is without remuneration.