



Position Description: Board of Directors

MWCC Overview: The Montana Watershed Coordination Council's mission is to *Unite and support Montana's community-based conservation networks to promote healthy and productive watersheds*. MWCC achieves this mission by promoting natural resource conservation through collaboration, coordination, capacity building and educational resources within Montana.

Board of Directors (from MWCC By-Laws 2018)

The Board of Directors shall have supervision, control and direction of the affairs and finances of the Corporation, shall actively promote and pursue the Corporation's mission and objectives, and shall supervise the disbursement of the Corporation's funds. The Board may hire an Executive Director and then evaluate and dismiss the Executive Director. The Board may adopt such rules and regulations for the conduct of its business as shall be deemed advisable. The Board may create Committees and may, in the execution of the powers granted, delegate certain of its authority and responsibility to one or more Committees.

Responsibilities

- Organizational leadership and advisement
- Formulation and oversight of policies and procedures
- Financial management, including adoption and oversight of the annual budget
- Oversight of program planning and evaluation
- Personnel evaluation and staff development
- Outreach and promotion of MWCC
- Fundraising

Expectations

- Attend and participate in meetings (Board of Director meetings typically occur quarterly) on a regular basis, and special events as able.
- Actively participate in an annual strategic/operational planning process to set goals for achieving MWCC's vision, mission, and purpose.
- Demonstrate leadership by adhering to the highest standards of ethical actions in decision-making.
- Ensure that the appropriate organizational structures are in place to support mission and strategic plan; this includes bylaws, policies, employees and committees.
- Ensure that adequate financial resources are available by assisting in the development of an annual fundraising plan, approving the plan, and supporting fundraising efforts through individual volunteer action.
- Make an annual financial contribution at a personally meaningful level; MWCC is committed to 100% giving from the Board of Directors.
- Select, evaluate, and support the Executive Director.
- Recruit and mentor new Board members.

- Assess Board performance through annual evaluations.
- Assure that individual Board members fulfill their commitments.
- Be alert to opportunities that can benefit from MWCC's mission, objectives, and programs.
- Enhance the MWCC's image by promoting the organization's mission, accomplishments, and goals to the public and potential partners.

Qualification

- Passion for the Mission.
- Willingness to devote time to Board duties, roles, and responsibilities as outlined above.
- Ability to attend monthly Board meetings (minimum 8 of 12).
- Availability to serve on committee or workgroup projects and volunteer in other capacities as needed.
- Willingness to be a team member and dedicate the time necessary to become familiar with the purpose, operations, projects, and programs of MWCC.
- Open mindedness and commitment to make the best decisions for MWCC.
- Ability to keep confidential information confidential.
- Disclosure of any and all conflict of interest.

Meetings and Time Commitment

- The Board of Directors meet generally on a quarterly basis (~4 meetings per year). Meeting locations vary to accommodate members living in different regions of the state. In-person attendance is encouraged, but accommodations are made for join remotely.
- Committees meetings vary depending on need.
- Board members are asked to attend MWCC sponsored events as they are able; Fundraisers, Trainings, Symposiums, etc..

Term

Board terms shall be three years. Upon expiration of term, a Director may choose to:

- Reapply to an open Board seat through the Nominations Committee;
- Continue to participate as ex-officio (non-voting board member);
- Retire from service with Board of Directors.