

PRESIDENT

Reports to: Board of Trustees

Term of Office: One Year as President of the Board

Qualifications:

The President of the Board must have been elected by the membership to the Board of Trustees, served for one year and should have proven abilities of leadership, communication, program development and management, volunteer effectiveness, and a working knowledge of budgets and finance.

General Responsibilities:

The Chair of the Board is the chief elected officer and executive of the corporation and presiding officer of the Association and Foundation, and has overall responsibility for the operation of the volunteer leadership and staff, operations, programs, and general associational well-being.

Special Responsibilities:

Community:

- Speaks to the media and the community on behalf of the association (as does the national office manager); proactively represents the agency in the community.

Meetings:

- Develops agendas for meetings in concert with the national office manager.
- Presides at board meetings.

Committees:

- Recommends/seek advice on which committees are to be established.
- Makes sure each committee has a liaison board member and chairperson from the membership, and stays in touch with liaisons and chairpersons to be sure that their work is carried out.
- Determines whether executive committee meetings are necessary and convenes the committee accordingly.
- Recommend committee liaison with an eye to future succession.

National Office Manager:

- Establishes search and selection committee (usually acts as chair) for hiring a national office manager/executive director.
- Be a partner to the national office manager, helping them to achieve the mission of the Wilderness Education Association.
- Optimize the relationship between the board and management.
- Convenes board discussions on evaluating the national office manager/executive director based on performance expectations and negotiating compensation and benefits package; conveys information to the national office manager.
- See that the board functions effectively, interacting with management optimally, and fulfills all of its duties.

- Works with the national office manager/executive director to develop board agendas.
- Reflect any concerns management has in regard to the role of the Board of Trustees or individual trustees. Reflect to the national office manager the concerns of the Board of Trustees and other constituencies.
- Works with the national office manager/executive director to channel grievances through the proper channels while maintaining confidentiality.

Board Affairs:

- Ensures that board matters are handled properly, including preparation of pre-meeting materials, committee functioning, and orientation of new board members.
- Present to the Board an evaluation of the pace, direction, and associational strength of the Association as presented by the national office in reference to the strategic plan.
- Annually focus the Board's attention on matters of associational governance that relate to its own structure, role, and relationship to management.
- Fulfill such other assignments as the Chairman and national office manager agree are appropriate and desirable for the Chairman to perform.

Conference Expectations:

- Preside at annual membership meeting.
- Present state of the association address.

Post Presidency Affairs:

- Mentorship of the new president
- Parting Speech at annual membership meeting
- Ensure a smooth changing of the guard