girl scouts of eastern missouri

ROLE DESCRIPTION

Title: **Chair, Board of Directors**

Purpose of the position: Directs the Board of Directors in managing the corporate business and affairs of the Council.

Accountability: Elected by and responsible to the Members of the Representative Assembly; for governing the affairs of the Council; the Board of Directors of Girl Scouts of the USA (GSUSA) for compliance with charter requirements; the state of Missouri for adhering to state corporate law, and the federal government in matters relating to legislation.

Staff/ Department: Governance

Terms of appointment: Two years; may serve two consecutive terms. Term of office begins at the close of the Annual Meeting at which election is recorded.

Time Commitment:

- Attendance at 5 Boards Meetings and 1 Board Workshop annually
- Attendance at Board Committee Meetings as ex-officio member

Responsibilities as Member, Board of Directors:

- Carries out its major responsibilities through strategic leadership and direction, stewardship of Girl Scouting and oversight of the corporation
- Determines the vision of Girl Scouting and ensures that appropriate resources exist to carry out strategic priorities
- Monitors and evaluates the organization's performance
- Ensures that fiscal and human resources exist to carry out the work of the Council
- Works in collaboration with the Board Development Chair to assess and evaluate Board performance
- Establishes policies necessary for the development and advancement of Girl Scouting in the Council's jurisdiction
- Provides strategic leadership to ensure the future of Girl Scouting
- Ensures an effective democratic process that maintains channels of communication between registered members and the Board of Directors
- Ensures that the Council is positioned in the community to achieve the maximum benefit for all girls
- Supports the Council's Fund Development goals actively by making a meaningful personal financial contribution to the Council and by participating in other fund raising activities as a volunteer and/or a donor
- Makes the Girl Scout program available to all girls who want to belong and maintains the highest standards in the program offered

Responsibilities as Chair, Board of Directors:

- Appoints Chairs of Committees established by the Board
- Presides at the meetings of the Representative Assembly, the Board of Directors and the Executive Committee
- Represents the Council in the community
- Reports to the membership and to the Board on the conduct and management of the affairs of the Council
- Ex-officio Voting Member of all Committees established by the Board
- Ex-officio Non-voting Member of the Membership Connections Committee

- Delegates to the National Council of GSUSA, if otherwise eligible
- Has such other powers to perform duties as may be assigned by the Board of Directors
- Oversees the selection/appointment/evaluation of the Chief Executive Officer

Requirements of the position:

- Meets membership requirements
- Understands and accepts the Council's philosophy and position on organizational diversity
- Understands and accepts the Board's obligation to abide by the policies of GSUSA
- Understands the necessity for, and keeps the confidentiality of, the Board's work until such time as it is released as public information
- Abstains from any actions that might lead to a conflict of interest
- Has current or recent Board of Directors experience

Knowledge and skills required:

- Familiarity with the Council's jurisdiction and resources
- Familiarity with the Council's bylaws and parliamentary procedures
- Knowledge of the Girl Scout program or willingness to learn
- Knowledge of *Safety Activity Checkpoints* and *Volunteer Essentials*
- Knowledge of other available GSUSA and Girl Scouts of Eastern Missouri resources that provide information pertaining to current policies, standards and procedures relevant to the duties of the position

Training Required:

- Roberts Rule of Order
- GSUSA Board Chair Training