

Director, Member of Board of Directors – Job Description

PURPOSE

A Director serves as a member of the Board, which is responsible for governing the affairs and programs of The Stratford and District Horticultural Society.

DUTIES and RESPONSIBILITIES

1. Directors attend monthly meetings¹ and participate in informed discussion and decision-making about matters brought before The Board. Such matters often involve finances and other resource of The Society, as well as other resources such as hours volunteered by Society membership.
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2. Board members are normally appointed to terms of ___ years², which may be renewable. As they serve, members advocate for Board membership and participation in other activities, encouraging members of The Society to assume active involvement in The Board and other activities.
3. Directors are familiar with The Society's constitution and other regulatory documents to which The Society is accountable.
4. Directors are prepared to assume roles of Board colleagues as required (for example, when illness or other circumstances require absence).
5. Directors participate in committees planning and executing activities and programs of The Society.

¹ Does the constitution specify required attendance?

² Does the constitution specify term limits?

Board Member: How To

A Director:

1. Prepares for board meetings, reviewing relevant materials so discussion and voting is informed.
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2. Enjoys working with colleagues sharing common values and goals for The Society.
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3. Supports Board colleagues with ventures they propose, offering suggestions and constructive criticism as appropriate.
4. Is prepared to assume roles of Board colleagues as required by illness or other circumstances requiring absence.
5. Enjoys representing and advocating for The Society

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Useful skills and experience for a Board Member

1. Ability to work cooperatively and congenially with Board Colleagues.
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2. Comfort advocating for The Society in public forums.
3. Willingness to devote time to The Society beyond time required for monthly Board meetings.
4. Comfort listening to and expressing points of view, including dissent.

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