

Interactive Bellingham BOARD MEMBER Position Description

General Information:

Type: Appointed; confirmed by current board members

Term: Three (3) years; may serve up to 2 consecutive terms

Reports to: Board Chair

Description: The Interactive Bellingham (IB) board is responsible for governing the organization by setting the policy and the direction of the organization and ensuring its goals are met.

Specific Job Duties:

- Regularly attends board meetings and important related meetings.
- Makes serious commitment to participate actively in committee work.
- Provide insight and guidance to the IB board.
- Stays informed about committee matters and prepares well for meetings.
- Volunteers for and willingly accepts assignments and completes them thoroughly and on time.
- Provides financial oversight to the organization.
- Acts as an advocate for the organization and its mission.
- Is an active participant in short and long term planning efforts.
- Selects and hires an Executive Director when the time comes to do so.
- Participates in fund raising for the organization as needed.

Time Commitment

Board Meetings: IB board meetings are held monthly and last approximately 90 minutes.

Other: Since this is a relatively new organization, board members are also asked to serve on committee(s)/working groups of the organization on a as needed basis.