



Board Member Job Description

Individual Director Responsibilities:

Serve for a term of three years. (Directors may be re-elected for additional terms subject to the By-Laws for a consecutive nine-year limit.)

Attend all board meetings. Five per year, one or two in-person (at annual Hike the Hill event in Washington, D.C., and at that year's Workshop or Conference (site varies)). The majority of meetings are virtual. Notify the President prior to any absence.

Represent the Partnership and its members. Actively promote the benefits of Partnership programs to organizations, businesses, agencies, friends, and other members of the community.

Serve on one or more Board committees. Board members often serve in leadership roles such as a Board officer (President, V.P. Governance, V.P. Development, Secretary or Treasurer), as a committee chair or in other Partnership leadership positions. Committees generally meet virtually four to six times a year.

Devote four to seven hours a month, with more time in months of in-person events (once or twice a year) or for service as an officer or committee chair.

Participate in board fundraising activities. Make the Partnership a priority in personal giving by making an annual financial gift to the best of one's ability. Provide prospective donor contacts, and participate in fundraising events.

Stay apprised of Partnership and National Trails issues and participate fully in the governance of the Partnership.

Participate in Partnership sponsored activities and events, such as Hike the Hill (February/DC), and Partnership Workshops/Conferences (one per year)

Refrain from activities that could be viewed as a conflict of interest. Complete an annual Conflict of Interest form.

Have fun, learn, teach, and share in successes and failures. Provide honest, constructive feedback to benefit the success of the Board, the Partnership and the National Trails System.



Board Member Job Description

Responsibilities of the Board of Directors (By-Laws VI Sec. 1):

Govern the organization including budgeting, fiscal management, hiring, supervision and evaluating the executive director, maintaining employment practices and contracts for services.

Provide leadership to fundraising, along with the executive director and his or her staff.
Ensure that the organization's strategic plan is up to date and is being implemented through approving and monitoring annual work plans.

Keep the Trail Leaders Council informed of policy decisions and seeking their input as possible.

Review and approve the annual work plans of the Partnership committees.

Amend the bylaws, consistent with Article XII, vision and mission of the Partnership, setting organizational policy.

Ensure compliance with legal requirements.

Recruit and nominate the at-large members of the Board of Directors consistent with Section VI.2

Elect, from among the at-large members of the Board of Directors, the officers of the partnership consistent with Article VIII.