

Board Member Job Description

Vision

- Promote and represent the mission, values and vision for the organization

Human Resources

- Select, support and evaluate the General Secretary
- Recruit potential board members, interns and volunteers

Finances

- Manage resources effectively
- Evaluate and approve large expenditures and project applications
- Understand and follow accounts as presented by the General Secretary / Board Chair

Fundraising

- Ensure adequate resources for the organization's operations
- Support the General Secretary in raising funds to meet the future goals of the organization

Policy

- Establish policies which guide operational and program practice
- Ensure compliance with legal requirements

Public and Community Relations

- Represent the organization in the community
- Speak and advocate for the organization and its mission

Organizational Development

- Evaluate your work and the work of the board
- Plan strategically for the future of the organization with reference to the Strategic Plan (first link on <http://www.rugby.no/no/om-nrf/publikasjoner>)

Expectations of Board Members

1. Serve a 2 year term
2. Attend monthly board meetings (approximately 9 each year)
3. Attend an annual members meeting (AGM) and associated forums
4. Actively work on one or more committees
5. Participate in special projects as needed
6. Demonstrate dedication and commitment to the organization's mission

Board members can expect to volunteer approximately 10 hours per month, but are invited to work more if motivated or project related. If you have questions about serving on the board, please contact:

Henrik Mærøe (Election Committee) at Henrik1971@hotmail.com