**RSRC Board Job Description**

***Vision***

We inspire people of all fitness levels and abilities to experience rowing's many physical and social benefits through our coaching, competing, and camaraderie.

***There's a seat in our boat for you!***

***Mission***

The Rio Salado Rowing Club is a vibrant, volunteer-based, non-profit community of adult novice, recreational, and competitive rowers, dedicated to promoting the sport of rowing in a fun, team atmosphere.

**Legal Structure**

Rio Salado Rowing Club, Inc. (RSRC) has been designated as a Tax-Exempt Nonprofit Organization under Section 501(c)(3) of the U. S. Internal Revenue Code.  RSRC is a membership organization.

**Board Member Duties**

The Board of Directors is the governing body of RSRC.  As such, the Board of Directors shall:

1. Determine the Mission, Purpose, and Strategic Direction
   1. Ensure effective organizational planning
   2. Determine and monitor the organization’s programs and services
   3. Govern the organization by broad policies and objectives, including to assign priorities and ensure the organization's capacity to carry out programs by continually reviewing its work
2. Ensure the fiduciary health of the organization, including:
   1. Ensuring adequate resources for the organization’s operations and to finance the programs and services adequately.
   2. Managing resources effectively, providing for fiscal accountability through approving the budget annually, and formulating policies to ensure the fiscal well-being of the organization.
   3. Enhancing the organization's public image
3. Oversee, evaluate, and provides the means to execute (coaches, contractors, staff) classes and programs
4. Assess the Board’s own performance

**Length of term and election**

* Directors are elected by the membership to terms of two years, which may be renewed.
* Elections of Directors takes place at the Annual Meeting of the RSRC membership.
* Eligible candidates are placed on the election ballot, based on their eligibility as determined by the current Board of Directors.
* The Board, as stipulated in the organization by-laws, may fill unanticipated vacancies to the Board.

**Expectations**

* + - Maintain full voting membership in Rio Salado Rowing Club
    - Attend and participate in 75% of board meetings in a calendar year, and attend 50% of special events
    - Serve as lead or liaison at least one Committee or Program. Leading a committee involves being a part of setting goals for that committee or project, working between BOD meetings to further those goals, and communicating to the board in a timely fashion regarding the committee or project progress.
    - Advocate for Rio Salado Rowing Club by communicating and promoting Rio Salado Rowing Club’s mission and programs to the community
    - Approve Rio Salado Rowing Club’s annual budget; review periodic financial reports and assess financial/resource needs
    - Understand, and willingly adhere to, the policies and procedures of Rio Salado Rowing Club

**Time and Communication Commitment**

* + - The board of directors meets monthly, typically on the first Saturday morning of the month.  Meetings are 2.5 hours in length, on average. BOD members are expected to attend at least 75% of BOD meetings.
    - Meet and communicate with Committees of the board between regular BOD meetings to make progress on goals.
    - BOD members will participate in board communications in a timely fashion, same day or next day.    Communication forms may include email, texts, and phone calls. If a member is unable to do so, he or she will inform the President or Vice President (i.e. on vacation, schedule).
    - BOD communication includes email, texting, whatsapp group, phone calls and in person discussions.  These often happen in evenings and on weekends.
    - Most BOD members report spending an average of 2-3 hours per week on BOD related activity, in addition to meetings.

**Eligibility**

* Must have been an RSRC member in good standing for at least two years, unless approved by board.
* Approval of current board for placement on the ballot.

*Updated: 10 20 2019*