



Board of Directors Position Description

Position: At Large

Purpose of Position: Assigned Projects as needed by membership association goals. Must serve on committee.

Accountable To: Chair, Board, and Membership

Term of Office: 2 years

Time Commitment: 2-10 hours a month, depending on assigned projects

Responsibilities:

1. Be an active member of the MAVA Board.
2. Be a paying MAVA member.
3. Attend MAVA Board meetings
4. Serve on at least one Board or program committee.
5. Maintain accurate and complete records.
6. Assure accurate and timely information related to MAVA for annual report, newsletter and website.
7. Make and follow through on donation pledges to MAVA to actively support fundraising efforts.
8. Assist with MAVA fundraising by making community connections and serving as a table captain for annual fund raiser.
9. Serve as MAVA ambassador and advocate in the community.

Skills Needed:

1. Ability to collaborate with others
2. Excellent written and oral communications skills

Benefits:

1. Network with key leaders across the state.
2. Enhance management skills through a leadership position in a statewide association

Print Name _____

Signature _____ Date _____