



ROLE DESCRIPTION & AGREEMENT

Member of the Board

Mission statement: “Creating a more engaged, informed and vibrant West Hill”
The board of directors supports the mission of WHCA.

Major responsibilities:

- Strengthen WHCA’s connection to residents and local organizations/resources/government to encourage positive change and community-led growth over the entire unincorporated West Hill area
- Advise event and advocacy planning and contribute to execution
- Review organizational and committee reports
- Serve as volunteer for WHCA related functions
- Promote the organization and support grant and fundraising initiatives

Length of term:

Two (2) years

Meetings, time, and financial commitment:

- The board of directors meet monthly at the KCFD20 Admin building. Meetings typically last 2 hours
- Board members are asked to attend WHCA-hosted events and auxiliary events where useful to increase engagement
- Board members are asked to make at least one personal donation or other meaningful contribution towards WHCA’s annual fundraising goals

Expectations of board members:

- Attend all regular monthly Board meetings as able
- Attend and volunteer at a minimum 50% of WHCA-hosted events, and lead at minimum one (1) event annually
- Actively serve on at least one (1) WHCA committee
- Market, communicate, and promote WHCA mission and events to the community
- Be alert to and share community concerns that can be addressed by WHCA’s mission, objectives, and events
- Be an advocate for the organization and liaison for recruiting future board and committee members
- Assist with fundraising to support WHCA’s operating costs and events via meaningful personal contributions of funds or outreach
- Become familiar with WHCA’s budget and financial/resource needs
- Understand the bylaws and operations of WHCA.

“I, [Name], declare that I have reviewed and understand the responsibilities and expectations bestowed on members of the WHCA board of directors, and I agree to voluntarily execute the duties of the role for the duration of my elected term.”