



EIAA Board Director Position Description

1. Attend regular meetings of the EIAA board, which are each approximately two hours in duration. The board meets at least nine (9) times per year. Be accessible for personal contact between board meetings.
2. Provide leadership to board committees. Each board director is expected to serve as an active, ongoing member of at least one committee. This requires a number of meetings per year plus individual committee task completion time. Committees may include educational policy, resource development, strategic planning, board development, personnel, finance, and executive.
3. Commit time to developing financial resources for the EIAA. This includes supporting fund development activities of the EIAA in a manner appropriate for board directors.
4. Responsibly review and act upon committee recommendations brought to the board for action.
5. Prepare in advance for decision-making and policy formation at board meetings; take responsibility for self-education on the major issues before the board.
6. Participate in the annual board director self-review process.
7. Participate in the annual board development and planning retreat usually held the first Saturday of March.
8. In general, utilize personal and professional skills, relationships and knowledge for the advancement of the EIAA.

I am aware that this board director position description is an expression of good faith and provides a common ground from which board directors can operate. Additional information on the EIAA mission, educational program and board responsibilities is contained in the board orientation materials and bylaws which I have read.

Board Director's Signature

Date