

ALABAMA LIONS SIGHT CONSERVATION ASSOCIATION, INC.

VOLUNTEER JOB DESCRIPTION

TITLE

Board Member

POSITION REQUIREMENTS

1. Must be a Lion at least 5 years and be in a club in current good standing.
2. Must have served as Club President for 1 year and/or Sight Chairman for 2 years
3. Must demonstrate a commitment and passion for the work of ALSCA
4. Must demonstrate commitment to Lionism
5. Must have written endorsement of Lions Club of which he or she is a member

MAJOR FUNCTION

Responsible for the following major functions:

1. Actively participates in the governance of Alabama Lions Sight
2. Communicates the mission of Alabama Lions Sight and generates financial support from Lions Clubs, Lions Club members, and supporters from the community.
3. Understands Alabama Lions Sight programs and helps to develop programs to best serve those in need
4. Helps secure and maintain resources necessary to carry out the programs of Alabama Lions Sight
5. Participates in effective and practical strategic and operational planning

DUTIES AND RESPONSIBILITIES

The specific duties and responsibilities of this position are as follows:

1. Actively participates in the governance of Alabama Lions Sight
 - a. Prepares for, makes attendance, and actively participates at all board meetings, board retreats, and committee meetings
 - b. Seeks to understand and fulfill roles and responsibilities as a board member
 - c. Attends a comprehensive board member orientation
 - d. Participates in determining the mission and purpose of Alabama Lions Sight and helps to ensure that all programs and activities are aligned with the mission
 - e. Ensures legal and ethical integrity
 - f. Always acts objectively and independently in decision making
 - g. Seeks consensus on all decisions and support all decisions both internally and externally
 - h. Helps to manage, support and evaluate the Executive Director

- i. Avoids any conflicts of interest at all times and fully discloses any potential conflicts
2. Communicates the mission of Alabama Lions Sight and generate financial support from Lions Clubs, Lions Club members, and supporters from the community.
 - a. Makes a presentation on behalf of Alabama Lions Sight to assigned clubs
 - b. Conveys passion about the mission of Alabama Lions Sight
 - c. Uses personal influence with others in the community to secure resources
 - d. Actively seeks to enhance Alabama Lions Sight's public image and awareness
3. Understands Alabama Lions Sight programs and helps to develop programs to best serve those in need
 - a. Continuously learns about Alabama Lions Sight's programs and their impact
 - b. Participates in planning, monitoring and strengthening Alabama Lions Sight's programs and services
 - c. Continuously learns about the related fields of service
4. Helps secure and maintain resources necessary to carry out the programs of Alabama Lions Sight
 - a. Helps determine and work toward meeting fundraising goals as agreed upon by the board
 - b. Helps identify and secure the necessary resources for current and long range operations including money, staff, facilities, equipment and other goods and services
 - c. Participates in setting the budget and monitoring and managing financial resources
 - d. Makes an annual personal contribution
5. Participates in effective and practical strategic and operational planning
 - a. Assists in developing policies and procedures relative to the conduct of the work of Alabama Lions Sight
 - b. Helps strategically recruit new board members