

CASCADE SYMPHONY ORCHESTRA BOARD MEMBER JOB DESCRIPTION

Cascade Symphony Orchestra board member terms run for three years.

Board Member Expectations:

- Attend all monthly meetings (approximately 2 hours in duration). Be accessible for personal contact between meetings.
- Prepare for board and committee meetings by reviewing meeting materials in advance of meetings. Review meeting minutes after meetings to confirm accuracy.
- Take responsibility for self-education on major issues considered by the board and be prepared to meaningfully engage in decision-making.
- Be familiar with mission statement, bylaws, and strategic plan; annually review such materials.
- Regularly review and understand financials and budget, and participate in annual approval of budget.
- Commit time to developing fundraising expectations and developing financial resources for CSO, so that CSO can credibly solicit contributions from foundations, organizations and individuals. This includes supporting other fund development activities of CSO in a manner appropriate for board members. Board members are strongly encouraged to make annual donations.
- Serve as an advocate for and representative of Cascade Symphony in the community, fully supporting decisions of the board as a whole.
- Serve as an active member of at least one committee. This requires a number of meetings per year including individual committee task completion time.
- Participate in the annual board retreat, if scheduled.
- Perform annual board evaluation and board member self-evaluation.
- Recruit new directors and provide mentorship as appropriate.