



## Roles, Responsibilities, Expectations, & Benefits of being an AFWA National Director

Being a national leader requires dedication and passion for the mission of AFWA but also offers great reward and experiences. Below is a list of the roles, responsibilities, expectations and benefits a board member should understand as they take on a board of director's position.

### Roles

- The role of the national board is to provide general supervision of the operations of AFWA between annual meetings, according to bylaws, standing rules, and charters
- The executive committee serves to work with headquarters for day to day operations and supervise the affairs of AFWA between board meetings.
- Each member is responsible for their scope of work outlined by their position(s) in the charters

### Responsibilities

- The most important responsibility as a National Director is to support the mission of AFWA with passion and commitment.
- At least two in person meeting – one at the National Conference and another in the Spring at a location and time determined by the Board.
- Board phone/video conference calls at least quarterly
- Attendance at the Annual Conference
- Monthly Committee calls
- Working on Committee duties in between monthly calls

### Expectations

- Respond timely to communications from Headquarters, the President, VP and fellow Board members
- Giving of time (attending fundraising events, etc.) and financial support to the Foundation
- While Board members do receive a small reimbursement towards out of pocket expenses it does not come close to actual expenditures so personal or business support is key. We do provide a letter for tax purposes for all donated expenses.
- The support of your employer is important as well – most all calls take place between 8-5.
- Have a willingness to work with new technology – i.e. Basecamp, Smartsheet, Doodle Polls etc.
- Promote AFWA through your social media accounts by posing, sharing and liking updates about AFWA to expand the reach of the organization

### Benefits

- Exposure to association management and leadership
- Gain skills in leadership, communication, project planning
- Promotion via web and social media for building your own reputation and brand
- Grow your own network of professionals in and out of AFWA membership