



WSAE Board of Directors Description and Candidate Profile Form

Volunteer Leaders

The Board of Directors is the governing body of WSAE and has the ultimate policy and fiscal responsibilities of the organization. The Board is elected by the membership to provide vision, leadership and oversight of the organization. Directors are expected to be fully engaged in the organization and attend all BOD meetings and the education events at their own expense. WSAE maintains \$1MM Directors and Officers Liability insurance policy to cover any potential exposure the organization or officers may have.

- **Primary Functions of the Board**

Directors should know the “big picture” of the Board’s major functions. Most organizations rely on the Board to fulfill five fundamental roles. (These roles vary significantly from the functions of the executive director and staff.)

- **Governance**

Through the authority granted in the articles of incorporation and bylaws, the Board is responsible for governing the organization. Governance is a broad oversight and is not considered a function of management or administration (staff roles.)

- **Policy and Position Development**

The Board reviews and develops policy and positions that will guide the organization and its stakeholders. *Policies* are adopted for the recurring and critical issues that arise, in the form of a motion, to guide future boards and staff. *Positions* tend to relate to governmental or industry platforms.

- **Visionary**

The Board sets the course for the organization well into the future. Directors should think beyond their term in order to guide the organization and the industry it represents. Evidence of being visionary is a reliance on the strategic plan, including a clear mission and vision as well as promoting the organization’s image.

- **Fiduciary**

The Board has responsibility for the finances and resources of the organization. Ensure legal and ethical integrity and maintain accountability.

- **Recruitment**

Each member of the Board is responsible for actively seeking and recruiting new members to the association.

- **Meetings**

The Board of Directors typically meets 4 times per year and the time commitment for Board members averages about 2-6 hours/month. All Board members are expected to attend the meetings.



WSAE Board Nominations Policy

Approved March 24, 2015

WSAE Bylaws, Article VII, Section 2. *The board of directors shall consist of the officers as the Society (named in Article V as the Chair, Chair-Elect, and Secretary-Treasurer); six (6) directors at large elected from the voting membership, including a maximum of one (1) industry partner and the immediate Past Chair of the Board who shall serve one (1) year beyond his/her Chair of the Board position.*

In order to help ensure appropriate representation of member demographics, as well as the skill and knowledge sets associated with high performance, the Nominating Committee shall use the following guidelines when nominating individuals for WSAE Board service.

Balanced Representation

The Nominating Committee will use its best efforts to select candidates for Board service that will create a Board that, as a whole, has a balanced representation of:

- Gender (i.e., male and female)
- Generations (i.e., Generation Y, Generation X, and Baby Boomer)
- Geographic scope of association (i.e., State and National)
- Geographic location of association (i.e., Milwaukee, Madison, and Other)
- Type of association (i.e., trade association and professional society)

Individual Attributes

The Nominating Committee will use its best efforts to select candidates for Board service that have demonstrated the following characteristics:

- Support and public advocacy for WSAE, its mission, goals and activities
- Willingness to make time available for WSAE and its priorities
- Experience in dealing with values, vision and the long term
- Solid financial understanding and acumen
- Articulate in communicating ideas
- Good at execution and follow through
- Exercises independent judgment, courage and good faith
- Demonstrates honesty, directness and integrity

2018 WSAE Board of Directors Candidate Profile

Name: _____

Title: _____

Organization: _____

WSAE volunteer experience (*eg: committees, speaker, etc*): _____

Please explain the following:

A) Why you wish to serve on the WSAE Board of Directors:

B) What you will contribute to the Board:

C) What you envision for WSAE's future:

Forms are due no later than **Friday, July 14**. Please use a separate sheet if necessary. Please email form along with a current picture directly to Michelle Czosek at mczosek@wsae.org.