



PRESIDENT

Position Type and Term

- Elected by NOVAA membership.
- One year term with reappointment possible.
- Time Commitment: Monthly board meetings (2 hours) plus approximately 20 hours per month.

Goal

Position NOVAA as a leader in providing training and professional development opportunities to the volunteer management community by guiding its board and maintaining its strategic focus.

Duties and Responsibilities

Leadership & Annual Planning

- Preside at regular Member and Board meetings
- Develop agendas and facilitate monthly Board meetings
- Lead Board to set strategic direction for the year and create Board work plan with goals and objectives
- Co-plan annual Board retreat and Annual meeting with Board Development committee
- Chair the annual Nominating Committee, comprised of two additional NOVAA members appointed by the President
- Coordinate collection of annual highlights to present at the end-of-year NOVAA Annual Meeting
- Maintain ongoing communication with members of NOVAA
- Represent NOVAA and serve as a liaison with associated member organizations

Finances, Contracts, and Bylaws

- With the Fiscal Officer, ensure fiscal health of NOVAA (e.g. maintaining Board insurance, signing authority on contracts, review duties of NOVAA's contract employees annually)
- Be responsible for bylaw revisions and present recommendations to the Board

Board Member Stewardship

- With Board Development Chair, assume responsibility for Board development
- Make non-elected appointments for special projects and ad hoc committee chairpersons, and concur in the selection of standing committee chairpersons
- Be available to Board members to problem-solve issues or concerns pertaining to their responsibilities for NOVAA

To apply for the 2022/2023 NOVAA board, please fill out our online application, starting April 10, 2022:

<https://forms.gle/gAKouZhsmc8C67TR7>

Applications due by Monday, May 2, 2022.

Contact Board Development Chair Sarah Delepine at SarahDelepine22@gmail.com with any questions.