



Leaders in Resource Renewal

A non-profit association that provides statewide proactive leadership on waste reduction and recycling through education, advocacy, collaboration, programs and services.

Member of the Board of Directors

Job Description and Expectations

Purpose: To advise, govern, oversee policy and direction, and assist with the leadership and general promotion of the Associated Recyclers of Wisconsin (AROW) so as to support the organization's mission and needs.

***Major responsibilities:**

- Organizational leadership and advisement
- Organization of the board of directors, officers, and committees
- Formulation and oversight of policies and procedures
- Financial management, including adoption and oversight of the annual budget
- Oversight of program planning and evaluation
- Personnel evaluation and staff development
- Review of organizational and programmatic reports
- Promotion of the organization
- Fundraising and outreach

**Members of the board share these responsibilities while acting in the interest of AROW. Each member is expected to make recommendations based on his or her experience and vantage point in the community.*

Length of term: Three years

Meetings and time commitment:

- The board of directors meets quarterly on the fourth Tuesday of January, April, July, October, 10:00 a.m., at (locations to be determined). Meetings typically last 2 (two) hours.
- The executive committee of the board meets monthly on the second Tuesday of the month, 1:00 p.m. via conference. Meetings typically last 90 (ninety) minutes.

Expectations of board members:

- Attend and participate in meetings on a regular basis, and special events as able.
- Participate on one of AROW's committees, and serve on ad-hoc committees as necessary.
- Be alert to industry and public concerns that can be addressed by AROW's mission, objectives, and programs.
- Help communicate and promote AROW's mission and programs.
- Become familiar with AROW's finances, budget, and financial/resource needs.
- Understand the policies and procedures of AROW.