

Vice Board Chair

Volunteer Position Description

When you see the whole, your part makes sense.

As the Vice Board Chair, you'll help guide the future of Girl Scouts of North East Ohio. You'll work closely with the CEO and Board of Directors, and help make sure the council stays focused on its mission to serve girls.

Alone we can do so little; together we can do so much!

As the Vice Board Chair, you'll get support the Board Chair and the Governance and Fund Development teams at GSNEO. You will also work with our executive-level staff members to stay in-the-know on important issues.

Know your role. Rock your role.

Here are some of the awesome things you'll do as our Board Chair:

- Establish organizational **strategies**
- Provide organizational **leadership** and **advisement**
- **Participate** on the Board and at least one committees
- Formulate and oversee the Board's **policies and procedures**
- Provide **fiscal oversight** and **guidance**, including adoption oversight of the annual budget
- Oversee and review **program planning, implementation, and evaluation**
- Participate in **fundraising** and **outreach**
- Communicate and promote the GSNEO **mission** and **programs** to the community

Great work starts with clear expectations.

- **Follow the Rules:** Comply with GSUSA Policies, Standards and Guidelines, Volunteer Essentials, Safety Activity Checkpoints, GSNEO Bylaws, and GSNEO Volunteer Policies.
- **Financial Expectations:**
 - Become an Annual (\$45) or Lifetime (\$400) member of Girl Scouts of the USA
 - Financial supporter at an annual giving level of \$500, as well as participation in major capital campaigns
 - Support and assist with fundraising by identifying and assisting with relationships for sponsorships, underwriting, etc.
- **Communication:** Volunteers in this role need to be able to send and receive messages through email or phone.
- **Term:** Vice Board Chairs serve two (2) year terms, which commences at the close of the Annual Meeting. No member shall serve more than a total of three (3) consecutive years.
- **Meetings and Time Commitment:**
 - **New Board Member Orientation:** 1 hour
 - **Regular Board Meetings:** The Board of Directors meets formally at least four (4) times per year. The meetings are generally held virtually at the GSNEO Macedonia Service Center
 - **Annual Meeting:** Held in the spring
 - **Committee Participation:** Serve as a member of at least two (2) board committees or task group
 - **Annual Council Fundraiser:** Board members are encouraged to support all GSNEO fundraising events as ability allows, with a minimum expectation that each Director-at-Large will actively support one key annual event.
- By taking this volunteer position with Girl Scouts of North East Ohio, I promise to follow the Girl Scout Promise and Law. I will keep all Girl Scouts information about members, volunteers, and staff private and respectful.