

Woodlands Wildlife Refuge, Inc.
Board Member Expectations

As a member of the Board of Trustees of WWR, I am fully committed and dedicated to the mission of WWR. The WWR mission is to receive, rehabilitate and release injured and orphaned native wildlife; to educate people about wild animal habits and habitats; and to protect and create natural environments where people and animals exist in harmony. I pledge to help WWR carry out this mission, consistent with the functions of the office of board member according to WWR's By-laws.

The role of the board

As a board member of WWR, I have both the opportunity and the obligation to appoint and evaluate the Executive Director, help establish strategic direction, set board policy, and steward the assets, all in support of the organization's stated mission. I commit to fulfilling these obligations with my time, talent and resources.

The role of management

I understand that the Executive Director is responsible, under the board's direction, for developing the organization's long-range plan and presenting to the board for approval. The Executive Director is also responsible for devising acceptable short- and medium-term objectives in pursuit of that plan, and then managing the organization's resources to meet those objectives.

Fiscal and program oversight

Together with my fellow board members, I am responsible for the fiscal oversight of WWR. I will take an active part in reviewing and approving the budget and monitoring our performance against that budget. If I do not understand an element of WWR's fiscal health, I will reach out to the appropriate board members, committees, or staff for clarification.

Active participation in board meetings

I will work diligently to understand the mission, purpose, goals and programs of the organization. I will attend regularly scheduled board meetings, be available for consultation by phone and e-mail, and serve on at least one committee of the board where I can apply my special skills, perspective and experience. I will come prepared to discuss the issues and business at hand. If I miss three consecutive board or committee meetings without proper notice or am otherwise unable to fulfill my obligations as a board member, I will offer my resignation or request a leave of absence.

Active participation in major events

I will attend WWR's major public events and fundraisers and will actively encourage support and attendance by my friends and colleagues as well.

Positively represent the organization

As a board member, I know that I am a *de facto* ambassador for the organization, and I will strive to represent WWR in the best possible ways. I will never offer myself as an official spokesperson for the organization without proper authority from the board or the Executive Director.

Financial support

I will work with relevant members of the board and staff to come up with a giving plan that is reasonable for my personal financial situation.

Overall fundraising efforts. I expect to be actively involved throughout the year in some aspect of WWR's fundraising efforts and I will help identify and cultivate potential supporters.

Annual support. I will make what is for me a substantial financial donation to WWR each year to signify that the organization is a personal philanthropic priority.

Planned gifts. I understand that each board member is encouraged to consider making a provision for WWR in his or her estate plan.

Support the staff

I recognize the significant obligations of the staff in carrying out WWR's mission. While I have the right to speak with staff members about matters of mutual interest, I understand that I do not have the right to direct the actions of staff members unless appropriately authorized to do so by the board or the Executive Director.

Uphold confidentiality and By-laws

I understand that the board must speak with one voice, and therefore I agree not to divulge board-level discussions to outsiders unless the board has adopted a different policy for a specific instance or issue. I have read and understand the organization's By-laws, and I agree to operate in conformity with them.

WWR's Commitment to its Board Members:

As part of the organization's execution of its mission, WWR makes the following commitment to its board members:

- We will provide you the opportunity for meaningful and rewarding service to our mission and our community.
- We will provide you with the timely information you need to be an effective board member.
- We will be diligent in making the best possible use of the assets you make available to us, whether those be assets of time, wisdom, experience, relationships or money.
- We will schedule meetings in advance, and we will start and end meetings on time, unless a majority of those present at the time elect otherwise.
- We will make every effort to keep our meetings brief, relevant, interesting and impactful.
- We will respond to the best of our ability to your questions and concerns.
- We will encourage your feedback and criticism.
- We will do our utmost to be an organization of which all of us can be proud.

Thank you for your interest in becoming involved in this important and fulfilling capacity.