



SUUSI Board Member Position Description

Mission:

At SUUSI, our mission is to create a transformative one-week experience that brings out the best in each participant, aligning with Unitarian Universalist principles. We foster an intergenerational environment of love, personal freedom, ethics, and joy within an intentional, nonjudgmental community.

Position Overview:

As a Board Member, you play a vital role in supporting SUUSI's mission **all year long**. While the day-to-day operations of SUUSI are managed by the SUUSI Core staff, the relationship between the Board and Core Staff is collaborative. Active Board involvement is essential for effective governance.

Key Responsibilities:

1. Mission Alignment:

- Understand and champion SUUSI's mission, programs, policies, and purpose.
- Advocate for the health and well-being of SUUSI as a whole.

2. Financial Stewardship:

- Ensure strong fiduciary oversight and responsible financial management.
- Faithfully read and understand the organization's board materials and financial statements in advance of board meetings.
- Give a meaningful personal financial donation.

3. Board Effectiveness:

- Attend SUUSI Board meetings (both planned and emergency). There are currently five planned Board meetings per year [two @ SUUSI - one involving an early arrival, and a blend of virtual and in-person meetings outside of the week of SUUSI].
- Promptly respond to communications.
- Serve on at least one standing SUUSI Board committee. Each Board committee typically meets 4-6 times per year. Standing committees include: Elections and Nominations, Executive, Finance, Outreach, Policy and Bylaws, and SUUSI Foundation.
- Regularly assess Board processes and performance.

4. **Board Development:**
 - Recruit new Board members, ensuring a balanced composition of experience, skills, and community representation.
 - Orient and support new Board members.
5. **Organizational Planning:**
 - Select and support the performance of the SUUSI Director(s).
 - Collaborate with the SUUSI Director(s) and Core Staff to develop and implement effective organizational strategies.
6. **Community Engagement:**
 - Actively promote SUUSI year-round.
 - Gather feedback from the SUUSI community informally and through formal evaluation processes.
7. **Diversity and Inclusion:**
 - Foster an environment that celebrates diversity and encourages participation from all backgrounds.
8. **Additional Responsibilities:**
 - Read, understand, and follow the SUUSI Bylaws, Policy Manual, and Resolutions.
 - Maintain confidentiality of Board discussions, actions, and internal matters of the organization.
 - Respect the experiences of all voices within SUUSI board meetings and the SUUSI community.
 - Sign (and update, as needed) the Board Covenant, Statement of Affirmation, and conflict of interest disclosure.
 - Uphold legal duties and comply with nonprofit governance laws.
9. **Terms:**
 - No member shall serve more than two consecutive three-year terms.
 - Partial terms do not count as full terms.
 - Elected and appointed adult trustees take office at the beginning of the program year following their election or selection and certification.