



Kansas Wildlife Federation (KWF)

Job Description – Board of Directors

Mission

The Kansas Wildlife Federation promotes hunting and fishing opportunities and associated recreation for the benefit of all hunters, anglers and conservationists. KWF supports the sustainable use and management of fish and wildlife and their habitats through education, partnerships, outreach, and policy oversight.*

*Note: the old mission is a bit outdated. We plan to workshop it and launch a new mission statement soon.

For more information, please KWF's website at www.kansaswildlifefederation.org.

Position

The Board will support the work of KWF and provide mission-based leadership and strategic governance. While day-to-day operations will be led by KWF's Executive Director (ED), once there are resources to provide that position, the appropriate engagement of the Board is critical and expected at this point in time. Specific Board Member responsibilities include:

Leadership, governance and oversight

- Serving as a trusted advisor to the future ED as s/he develops and implements KWF's strategic efforts/plan
- Reviewing outcomes and metrics created by KWF for evaluating its impact, and regularly measuring its performance and effectiveness using those metrics; reviewing agenda and supporting materials prior to board and committee meetings
- Approving KWF's annual budget, audit reports, and material business decisions; being informed of, and meeting all, legal and fiduciary responsibilities
- Contributing to an annual performance evaluation of the ED
- Assisting the future ED and board president in identifying and recruiting other Board Members
- Partnering with the future ED and other board members to ensure that board resolutions are carried out
- Serving on committees or task forces and taking on special assignments
- Representing KWF to stakeholders; acting as an ambassador for the organization

- Ensuring KWF's commitment to a diverse board and staff that reflects the communities KWF serves

Fundraising

KWF Board Members will consider KWF a philanthropic priority and make annual gifts that reflect that priority. So that KWF can credibly solicit contributions from foundations, organizations, and individuals, KWF expects to have 100 percent of Board Members make an annual contribution that is commensurate with their capacity.

Board terms/participation

KWF's Board Members will serve a three-year term to be eligible for re-appointment for one additional term. Board meetings will be held quarterly and committee meetings will be held in coordination with full board meetings.

Qualifications

This is an extraordinary opportunity for an individual who is passionate about KWF's mission and who has a track record of board leadership. Selected Board Members will have achieved leadership stature in business, government, philanthropy, or the nonprofit sector. His/her accomplishments will allow him/her to attract other well-qualified, high-performing Board Members.

Ideal candidates will have the following qualifications:

- Extensive professional experience with significant executive leadership accomplishments in business, government, philanthropy, or the nonprofit sector
- A commitment to and understanding of KWF's beneficiaries, preferably based on experience
- Savvy diplomatic skills and a natural affinity for cultivating relationships and persuading, convening, facilitating, and building consensus among diverse individuals
- Personal qualities of integrity, credibility, and a passion for improving the lives of KWF's beneficiaries

Service on KWF's Board of Directors is without remuneration, except for administrative support, travel, and accommodation costs in relation to Board Members' duties.