Board Member Job Description
WASHINGTON COURT APPOINTED SPECIAL ADVOCATES ASSOCIATION

EXPECTATIONS OF THE BOARD

The purpose of the Washington CASA Association (WA CASA) Board is to develop a Highly Effective State CASA Organization through strong governance, hiring of highly qualified staff and developing efficient and effective service to local CASA/GAL programs in Washington State.

The WA CASA Board supports the development of WA CASA through the following activities:

- Strategic and organizational planning to ensure development of a Highly Effective State Organization
- Fundraising and resource development
- Ensuring strong fiduciary oversight and financial management including approval of budget, review of monthly financial statements, and review of auditor’s or financial review report
- Developing a plan for considering local program needs in order to determine services WA CASA will provide
- Actively promoting the purposes of WA CASA through effective communication with the local CASA/GAL programs, the public, the press, legislative bodies and other organizations as appropriate
- Drafting general polices
- Representing the entire state in board deliberations with particular geographical area and professional perspective to the board
- Support and assess the performance of the Executive Director
- Assess and evaluate the Board’s performance on an annual basis
- Fulfilling other duties as provided by the bylaws and policies of the organization

Approved by the Board of Directors on April 9, 2020
EXPECTATIONS OF INDIVIDUAL BOARD MEMBERS

Each individual board member is expected to:

- Attend and participate in meetings of the board and assigned committees
- Serve as active advocates and ambassadors for the organization and fully engage in identifying and securing the financial resources and partnerships necessary for WA CASA to advance its mission
- Leverage connections, networks, and resources to develop collective action to fully achieve the WA CASA mission
- Make a personal financial contribution to WA CASA and contribute to the organization’s fundraising success as a volunteer
- Be informed about the needs of the community and the organization’s constituents
- Provide referrals for potential board members, volunteer prospects, and fundraising possibilities
- Faithfully read and understand the organization’s financial statements
- Participate in the annual strategic planning retreat

BENEFITS

- Having the opportunity to make a difference in the lives of children and youth experiencing abuse and neglect so that they can be safe, have a permanent home, and the opportunity to thrive.
- Working with a dedicated, compassionate, talented group of individuals from diverse backgrounds and experiences.
- Building a statewide association that will strengthen, support and expand local CASA programs throughout Washington so that every child who has experienced abuse or neglect is given the opportunity to thrive in a safe and loving home.

GENERAL QUALIFICATIONS / CHARACTERISTICS & SKILLS REQUIREMENTS

- General understanding of the various communities served by CASA/GAL programs throughout the state and their needs
- Alignment with the CASA mission
- Willingness to commit time for board meetings, committee meetings, planning sessions, special events
- Team player-works well in a group

Approved by the Board of Directors on April 9, 2020
- Passion for our cause, open-minded, curious, accepting, and responsive
- Someone who listens well, is thoughtful in considering issues

TERM

Directors may serve a maximum of three (3), two (2) year consecutive terms. A Director who has served three (3) consecutive full terms is eligible to serve again after an interim period of one year. Any Director may resign at any time by delivering written notice of such resignation to the Board, the Chairperson of the Board, the President, the Secretary, or the Corporation of its principal office. Any Director may be removed at any time without cause by the affirmative vote of two-thirds of all Directors present at a duly held meeting at which a quorum is present.

MEETINGS

Meetings are held monthly, or on another cadence as required by law, standards, or decision by the Board of Directors. Meetings may occur via video conferencing or in person.