



At-Large Member of the Board of Directors

Position Description

The Member At-Large advises, governs, oversees policy and direction, and assists with the leadership and general promotion of Worksite Wellness Council of Massachusetts so as to support the organization's mission and needs. The Member At Large represents the interests of the membership at Board meetings and acts as a representative or spokesperson for the organization at the Board's request.

Specific Responsibilities

- Provide independent leadership, advisement, governance and oversight to WWCMA
 - Participate in setting Board resolutions and ensuring that such resolutions are carried out
- Collaborate in setting direction of the Board and related strategic plans. Actively participate in the Board and assigned committees' annual evaluation and planning efforts.
 - Review outcomes and metrics created by WWCMA for evaluating its impact, and regularly measuring its performance and effectiveness using those metrics
 - Review and provide oversight of material business decisions; being informed of, and meeting all, legal and fiduciary responsibilities
- Assist in the formulation and oversight of organizational policies and procedures
- Assist in the formulation and oversight of the strategy and programmatic direction of program events planning and evaluation
- Analyze and review organizational and programmatic reports and set direction accordingly
- Promote the organization
- Create and effect fundraising and outreach
- Serve on committees or oversee special projects as assigned by the Board.

Approximate Hours per Month: 8-12 hours per month

Qualifications

Ideal candidates will have the following qualifications:

- Extensive professional experience with leadership accomplishments in business, government, philanthropy, or the nonprofit sector
- Demonstrated success as a nonprofit board member or volunteer
- A commitment to and understanding of WWCMA's beneficiaries and mission preferably based on experience
- 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 WWCMA's beneficiaries

Board terms

WWCMA's Member At-Large (and board members) will serve a three-year term to be eligible for re-appointment for two additional terms. Board meetings will be held semi-monthly, alternating between in-person meetings and conference calls.

Committee meetings will be held monthly with additional touch points on an as needed basis, as determined by the members of the committee.

Service on WWCMA's board of directors is without remuneration, except for administrative support, travel, and accommodation costs in relation to board members' duties.