



Board of Director Job Description At-Large Member

The Board of Directors has a legal responsibility to ensure proper governance of the California Breastfeeding Coalition (CBC). Its work centers on ensuring the health of the organization through financial oversight and policy development, working closely with the Executive Director. The Board, in conjunction with the Executive Director, sets the direction for the organization, ensuring its accountability and sustainability.

Purpose:

The At-Large Member (participates in or supports) the management of the CBC business and affairs.

Main Responsibilities:

- Attend all board meetings
- In conjunction with the other members of the BOD and the Executive Director, set the direction for the organization, ensuring its accountability and sustainability
- Active participation in developing the short and long-term goals of the CBC
- Active participation in ad hoc projects and tasks, which may include liaising with a core committee
- Willingness to assume an officer position within the BOD in future election cycles
- Utilization of available contacts and resources to help advance the goals of the CBC
- Read and respond to CBC related emails in a timely manner
- Available for email discussion, voting, responses to queries from the ED and other board members to further the work of the coalition

Desired skills and experience:

- Familiarity with CBC goals and experience with its projects
- Ability to see the “larger picture”, important in helping chart the direction for future work of the CBC
- Organizational skills
- Communication skills

Time commitment in addition to main responsibilities:

- Participate in monthly telephone Board meetings
- Participate in annual Board planning meeting
- Participate in four general breastfeeding coalition meetings
- Participate in Annual California Breastfeeding Summit
- Participate in other projects as appropriate to guide the direction of the CBC

Attendance at all meetings is expected. If temporary circumstances preclude attendance at a required meeting, then alternate arrangements may be made with the other members of the Executive Board.