

NCURA Region I

Representative to the NCURA Board of Directors

DESCRIPTION OF POSITION: Serves as a member of the Board of Directors, the primary governing body of NCURA, which actively supports the mission and goals of the entire organization. This individual represents Region I on the Board. In concert with other Directors, controls and directs the affairs of the Council and determines its policies.

DURATION: Two year term, on even calendar years as elected.

A. Function of Position – Represents region at a national level to support the mission and goals of the entire organization.

B. Essential Duties and Responsibilities – Review of all minutes, reports, special studies, petitions, and other documents brought before or provided to the Board. Participation in special non-routine Board working groups as needed. Liaison with Board appointed Task Forces as assigned. Design, deliberate and approve new policies and changes to existing policies as appropriate for the mission of the Council. Will serve as a member of Region I Advisory Committee and as such be responsible for reporting on activities or other issues that impact the Region.

C. Time Commitment – Average of approximately 8-12 hours for each month, including approximately four – five days per year in attendance at Board Meetings.

D. Public Speaking – Limited speaking at various business meetings on a regional and national level.

E. Qualifications/Requirements

(1.) Knowledge and/or Skills – An understanding of the mission of NCURA. The ability to set aside personal and parochial concerns when in conflict with acting in the best interests of the Council. An understanding of the structure and workings of the Council as a whole. An ability for logical decision making. Good communication skills. Ability to work within a team, demonstrating respect for all the players in the governance process.

(2.) Education and/or Experience – Familiarity with research administration issues or specific expertise in a particular specialty area within the profession is desirable.

(3.) Eligibility – Must be a member of Region I.

F. Training and Support – Board member will have resources within the Region as well as on a National level for guidance.

G. Additional Information

(1) Benefits: Professional development and recognition regionally and nationally within NCURA.

(2) Travel: Travel is required to attend Advisory Committee meetings, the national NCURA meeting in Washington, D.C. and other national Board of Directors meetings as scheduled. Reimbursement for travel expenses for regional business is not available under normal circumstances.

H. Election Procedures

The Region I Board Member is elected by the members of Region I according to voting procedures stipulated in the by-laws. The Board Member assumes office in January 1 of even calendar years.