



COTTONWOOD INSTITUTE

"Changing the world, one adventure at a time!"

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COTTONWOOD INSTITUTE BOARD OF DIRECTORS JOB DESCRIPTION

OVERVIEW:

Board Members are active participants that, with the help of Cottonwood Institute employees, advisory board members, interns, and contract instructors, contribute to the success, long-term viability, and sustainability of the Cottonwood Institute. Board Members have core competencies in strategic planning, finance, fundraising, marketing and communications, programming, human resources, and/or technology.

VISION AND MISSION:

- The vision of the Cottonwood Institute is to inspire a new generation of young leaders who are environmentally aware, civically engaged, and who are empowered to make a positive impact within their respective communities.
- The mission of the Cottonwood Institute is to inspire students to become active community leaders and environmental stewards through an exciting blend of adventure, wilderness survival, and environmental service.

EXPECTATIONS:

The ideal Cottonwood Institute Board Member is committed to:

- Helping the Cottonwood Institute achieve its vision, mission, educational goals and objectives.
- Participating in Cottonwood Institute events throughout the year when possible.
- Making the Cottonwood Institute a philanthropic priority in their annual giving. Board Members are expected to make a financial contribution or help raise money for the Cottonwood Institute each year. The Board of Directors will evaluate the give/get policy annually and set levels for the following year. For FY 2009 the Board of Directors recommended a \$500 give/get policy for Board Members.
- Making introductions to personal and professional networks to help the Cottonwood Institute develop contacts in the Boulder/Denver community.
- Participating in the development and oversight of Cottonwood Institute's strategic plan.
- Participating in 4 quarterly board meetings and 1 board retreat per year.
- Completing action items and commitments in a timely manner.
- Serving on at least one committee of the board. Committees may include: Strategic Planning, Finance, Fundraising, Marketing and Communications, Programming, Human Resources, and Technology.
- Serving on the Board for 1 year with the opportunity to renew or retire at the end of each year.

EVALUATION:

Board Members will complete a self-evaluation to evaluate their own participation and performance and will evaluate the performance of the Executive Director a minimum of once a year. The purpose of these evaluations are to ensure that we are meeting our commitments and contributing to the success of Cottonwood Institute.

CURRENT BOARD MEMBERS:

1. Mikal Belicove
2. Adam Fiedor
3. Rick Medrick
4. James Muchmore
5. Emily Stewart