

Unitarian Universalist Community of the Mountains

Board of Trustees Position Description

Position: Trustee-at-Large

Approved: Board of Trustees

Adopted: October 21, 2020

Supersedes: March 21, 2019

Authority: Bylaws

General Description:

The Trustee-at-Large works closely with other Board members to sustain a productive partnership with the Board, Minister and the Community in support of the UUCM mission, values, and goals. By participating in Board meetings and Board endeavors, a Trustee-at-Large becomes familiar with the overall organizational Governance and Ministry of UUCM and gains insight into the functions and duties of the various positions on the Board, Committees and Ministry Teams.

Qualifications:

Candidates for Trustee-at-Large must:

1. meet the requirements stated in the bylaws,
2. demonstrate a commitment of living the UUCM Covenant of Right Relations,
3. have an ability to think and operate strategically, and
4. demonstrate an ability to work well with others.

In addition, preferred qualifications include, but are not limited to:

1. basic skills in MS Word, Excel, email, and the internet, and
2. good oral and written communication skills.

Responsibilities:

1. Prepares for and participates in annual Board retreat, meetings of the Board, Community Business Meetings, and planning/visioning meetings.
2. May act as a liaison between the Board and a Committee or other group.
3. May provide insights and observations to the Board from the Community.
4. Seeks understanding of financial reports to fulfill Board's fiduciary, monitoring, and oversight responsibilities.
5. Participates in ensuring the Board abides by the UUCM bylaws and 1.01 Board Policy, recommending modifications as needed. This is fulfilled during the first year by becoming familiar with the bylaws and policies.
6. May assist the Vice President in the voting process for Congregation Business Meetings.

Authority:

Working under the direction of the President, the Trustee-at-Large is accountable to the Board of Trustees and the UUCM membership. Authority is received from the bylaws and this position description as approved by the Board of Trustees.