

Weavers Guild of Minnesota (“WGM”)
Job Description for Board of Directors Members
Updated 6/2017

Mission

The Weavers Guild of Minnesota’s mission is to **preserve and advance the arts of weaving, spinning, and dyeing.**

Since its founding in 1940 by six women, including Hilma Berglund, the Weavers Guild of Minnesota (“WGM”) has established itself as a nationally-recognized resource for the arts of weaving, spinning, and dyeing. WGM offers classes and events year round, serving nearly 700 new and experienced fiber artists each year. It was the catalyst in the formation of the Textile Center, where WGM currently maintains classroom, retail, and library space. For more information, please visit WGM’s website at www.weaversguildmn.org

Position

The board will support the work of WGM and provide mission-based leadership and strategic governance as set forth by the Minnesota Attorney General’s Office

<http://www.ag.state.mn.us/consumer/Publications/FiduciaryDuties.asp>.

While day-to-day operations are led by WGM’s Executive Director (“ED”), the board-ED relationship is a partnership, and the appropriate involvement of the Board is both critical and expected. Board member responsibilities include:

Leadership, governance and oversight

- Serving as guide to the ED as they develop and implement WGM’s strategic plan
- Reviewing outcomes and metrics created by WGM for evaluating its impact, and regularly measuring its performance and effectiveness using those metrics; reviewing agenda and supporting materials prior to Board and committee meetings

- Approving WGM's annual budget, audit reports, and material business decisions; being informed of, and meeting all, legal and fiduciary responsibilities
- Contributing to an annual performance evaluation of the ED
- Assisting the ED and board chair in identifying and recruiting other Board Members
- Partnering with the ED and other board members to ensure that board resolutions are carried out
- Serving on committees or task forces and taking on special assignments
- Representing WGM to stakeholders; acting as an ambassador for the organization
- Ensuring WGM's commitment to a diverse board and staff that reflects the communities WGM serves

Fundraising

WGM board members will consider WGM a philanthropic priority and make annual gifts that reflect that priority. So that WGM can credibly solicit contributions from foundations, organizations, and individuals, WGM expects to have 100 percent of board members make an annual contribution that is commensurate with their capacity. The organization recommends monthly giving as the best means of support.

Board terms/participation

WGM's board members will serve a two-year term to be eligible for reappointment for one additional term. WGM Board meetings will typically be held every-other month (as determined by the board chair) and committee/task force meetings will be held as needed, typically every to every-other month as determined by committee chair(s). The time commitment for board service is approximately 5-10 hours a month.

Qualifications

This is an extraordinary opportunity for an individual who is passionate about the WGM's mission and who has a track record of board leadership. Selected

board members will have achieved leadership stature in business, government, philanthropy, or the nonprofit sector. Their accomplishments will allow them to attract other well-qualified, high-performing board members.

Ideal WGM board candidates will have many of the following qualifications:

- A commitment to and understanding of WGM's stakeholders, preferably based on experience
- Professional experience with significant executive leadership accomplishments in business, government, philanthropy, or the nonprofit sector
- A commitment to and understanding of WGM's stakeholders, preferably based on experience
- Savvy 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 the mission of WGM

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

Application Process

Please contact BOD@weaversguildmn.org or speak with a current WGM board of directors member if interested in serving.