



Creating Leaders.
Together.

WOMEN IN CABLE TELECOMMUNICATIONS
PACIFIC NORTHWEST CHAPTER

BOARD MEMBER EXPECTATIONS

2017 WICT Board of Directors Expectations:

1. All Board Members must attend 80% of all Board Meetings (Conf. Call/In Person).
2. Each Board Member or Co-Chair Team should be prepared have updates during the conference call/in-person meeting.
3. If a Board member is unable to attend a board meeting, prior to the meeting, they are to:
 - a. Notify the President, Vice Presidents and Secretary
 - b. Provide a status update on near-term activities and deadlines that can be shared on the board call or during the meeting/retreat or indicate that they have no progress updates to share
 - c. They may also ask a fellow board member to speak to their projects and initiatives
 - d. If Board member will be out for vacation or other reason during an event, the board member will inform board and assign someone to manage their duties in their absence.
4. For all board positions with a co-chair, the less tenured board member should shadow and train in order to become the lead the following year. Let's help each other build new training skills, technical skills, and exposure!
5. Time is valuable! Let's make a renewed effort to respect one another's time this year. This means events and meeting with have clear start and stop times and board members will reciprocate by being on time and ready to start.
6. Think outside of the Box. Think the sky is the limit.
7. All Board members will be ambassadors for WICT Pacific Northwest and draw volunteers and non-members to attend events and share the value of WICT Pacific Northwest.
8. All Board members will take shifts at events at the membership table. We spread the wealth so all board members can enjoy the event. There will be a time limit in place and board members assign.



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9. Board members will be asked to participate in set up and clean as to not put the burden on a few board members.
10. Each board member must pick at least 1x event in their home market to lead or be on the planning committee. This may also include leading an activity (chapter awards execution, sponsorships to the National Conference, etc.)
11. Board members will make each other famous!

I agree to adhere to the expectation as a Board Member:

Signature

Kathleen Martin 2/28/17

Print Name:

Kathleen Martin