
DIRECTOR AT LARGE

JOB DESCRIPTION

Purpose: The Greater Wasilla Chamber of Commerce Board of Directors is the governing body of the Chamber. The Board provides strategic leadership, organizational and financial oversight, and stewardship of GWCC's mission, resources, policies, and long-term direction.

Board members govern the Chamber collectively; they do not manage its day-to-day operations. Directors are expected to bring their experience, perspective, and independent judgment to Board decisions while acting in the best interests of GWCC and its membership as a whole.

Mission: Your leader in advocating a business climate that fosters positive economic growth and prosperity.

Strategic Pillars: Business & Community Development • Chamber Development • Economic & Workforce Development

Responsibilities:

1. Governance & Strategic Leadership

- Understand and advance GWCC's mission and strategic priorities.
- Participate in strategic planning and organizational decision-making.
- Review Board materials, come prepared, ask questions, and participate actively in Board discussions.
- Become familiar with and follow GWCC Bylaws, policies, and governance requirements.
- Exercise independent judgment and make decisions in the best interests of GWCC and its membership as a whole.

2. Financial & Organizational Oversight

- Review financial information and participate responsibly in financial decisions.
- Approve the annual budget and other matters requiring Board action.
- Monitor the Chamber's overall financial health, organizational performance, risks, and long-term sustainability.
- Help ensure Chamber resources are appropriately protected and used to advance the organization's mission.
- Provide appropriate oversight, support, and accountability for the CEO through the Board's established governance process.

3. Active Board Participation

- Serve a three-year term and maintain required membership standing.
- Attend and prepare for all quarterly meetings of the full Board.
- Serve on or chair at least one Chamber committee.
- Participate in Chamber meetings, programs, events, and other engagement opportunities.
- Follow through on commitments made as a Director.
- Support Board decisions once the Board has acted, while recognizing that respectful discussion and differing perspectives are an important part of the decision-making process.

4. Chamber Growth & Sustainability

- Support the Chamber's mission, membership, partnerships, and position as a leading voice for business.
- Support membership recruitment and retention through relationships, referrals, and promotion of Chamber opportunities.
- Help strengthen Chamber financial sustainability through sponsorship, fundraising, relationship development, and other appropriate opportunities.
- Actively participate in the Board's annual end-of-year raffle, including shared responsibility for prize solicitation and support of raffle promotion and ticket sales.

- Serve as a visible and positive ambassador for GWCC within the business community.

5. Ethics & Board Conduct

- Maintain confidentiality of information entrusted to the Board.
- Disclose conflicts of interest and act appropriately when a conflict exists.
- Respect fellow Directors, officers, the CEO, staff, committees, members, and community partners.
- Conduct yourself in a manner that reflects positively on the Chamber.
- Place the interests of GWCC and its membership as a whole above personal, employer, industry, or organizational interests when acting as a Director.

Governance Authority

The Board exercises its authority collectively. Unless specifically authorized by the Board, an individual Director does not have authority to:

- Direct or supervise the CEO or Chamber staff.
- Make operational decisions on behalf of the Chamber.
- Approve expenditures or commit Chamber funds or resources.
- Enter into agreements on behalf of GWCC.
- Establish or change Chamber policy.
- Commit GWCC to a position on an issue.
- Speak on behalf of the Board or Chamber as its official representative.

Commitment

Board service is an active three-year leadership commitment, not simply attendance at quarterly Board meetings. Directors should be prepared to dedicate the time necessary for Board preparation and meetings, committee service, Chamber engagement, strategic planning, occasional special meetings or Board actions, and activities supporting membership and financial sustainability.

Before accepting nomination, candidates should consider whether their professional, personal, and community commitments allow them to participate consistently throughout the full term.

Board Candidate Acknowledgment

I have reviewed the Greater Wasilla Chamber of Commerce Board Member Job Description and Board of Directors Responsibilities and understand the governance role, responsibilities, participation expectations, and three-year commitment associated with Board service.

If elected, I am prepared to fulfill these responsibilities, respect the distinction between Board governance and staff management, and serve in the best interests of the Greater Wasilla Chamber of Commerce and its membership.

Candidate Name: _____

Signature: _____

Date: _____