

State Director Position Description

“Protecting Oregon’s Wildlife, Habitat, and Hunting Heritage”

Position

The State Directors will support the work of Oregon Hunters Association and provide mission-based leadership and strategic governance. While day-to-day operations are led by OHA staff, the director-staff relationship is a partnership, and the appropriate involvement of the board is both critical and expected.

Core Attributes & Characteristics

- Maintains the highest ethical standards
- Exercises good judgment and discretion
- Thinks strategically
- Has a passion for OHA’s mission, vision, and strategic business plan
- Demonstrates leadership skills
- Community visibility

Leadership, Governance, and Oversight

Directors are expected to act in the best interest of the association and to review, understand and comply with the organization’s articles of incorporation and bylaws, policies and procedures, the Oregon Attorney General Guide to Nonprofit Board Service, IRS Stay Exempt Rules, and OHA Oath of Office and Ethical Code of Conduct. In addition, board members are responsible for:

- understanding the mission and purposes of the organization
- selecting and evaluating the performance of the executive director
- strategic and organizational planning
- ensuring strong fiduciary oversight and financial management
- fundraising and resource development
- approving and monitoring OHA’s programs and services
- enhancing OHA’s public image
- assessing its own performance as the governing body of OHA

Expectations of Individual Board Members

- know the organization’s mission, structure, programs, and needs
- faithfully read and understand the organization’s financial statements
- serve as active advocates and ambassadors for OHA and fully engage in identifying and securing the financial resources and partnerships necessary for OHA to advance its mission
- leverage connections, networks, and resources to develop collective action to fully achieve OHA’s mission and secure new funding sources

- help identify personal connections that can benefit the organization's reputational standing and can influence public policy
- contribute financially to the association either personally or through sponsorship opportunities.
- provide support for chapters on specific issues as requested
- prepare for, attend, and conscientiously participate in board meetings
- participate fully in one or more committees
- be responsive to staff and other board members for requests for review and comment on documents or issues in a timely manner.

Board Terms

OHA's directors will serve no more than four consecutive three-year terms

Estimated Time Commitment

The Board meets four to six times a year virtually for approximately 1 ½ hour and in person up to three times a year. Hybrid options are available to accommodate special circumstances. Attendance is expected at all meetings. Conflicts, of course, can arise and every effort should be made to stay apprised of missed proceedings.

Much of the Board's important work takes place during committee meetings. All directors are required to be on a committee and should attend planned meetings of their respective committee. Committees typically meet once each month for about one hour.

Qualifications

This is an extraordinary opportunity for an individual who is passionate about OHA's mission and who has a track record of board leadership. Selected directors will have achieved leadership stature in business, government, philanthropy, or the nonprofit sector. His/her accomplishments will allow him/her to attract other well-qualified, high-performing Board Members.

Ideal candidates will have the following qualifications:

- Professional experience with significant executive leadership accomplishments in business, government, philanthropy, or the nonprofit sector
- A commitment to and understanding of OHA's mission and programs, preferably based on experience
- 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 preserving our hunting heritage

Service on OHA's Board of Directors is without remuneration, except for administrative support, travel, and accommodation costs in relation to Board Members' duties.