

Whidbey Audubon Society



POSITION: PRESIDENT

KEY RESPONSIBILITIES

- Be the face of Whidbey Audubon Society in all avenues of communication
- Manage all avenues of communication with Board, membership and community members; including written correspondence, email, text messages, phone calls, Zoom meetings, in-person meetings, etc.
- Preside over the Board meetings (nine regular) and membership meetings (nine regular)
- Attend and represent our chapter at Audubon state and regional meetings (one in fall, one in spring)
- Write President's column for *Shorelines* as needed, up to nine times a year
- Write annual report for National Audubon Society
- Be conversant in all aspects of the organization

PURPOSE

This is an elected position for a two-year term, not to exceed two sequential two-year terms. The President is the face of Whidbey Audubon Society and provides the organization with a sense of purpose and unity. This requires collaboration within the organization and with other entities as needed to protect the environment for birds and other wildlife now and in the future.

TOOLS AND SUPPORT

- Has an annual fiscal budget
- Receives support from the past President as needed
- Has Dropbox software "Read" access for archival documents and "Read/Write" access for storage of current documents

COMMITMENT

This is an elected position with stated Bylaws not to exceed two 2-year terms. Most organizational activity is scheduled between September and June, with a meeting hiatus in July and August. However, for planning purposes, this position is active every month.

QUALIFICATIONS

- Passionate about birds and wildlife, and helping the organization accomplish its mission
- Ability to lead and build consensus
- Excellent time management, communication and project management skills
- The ability to spend time on volunteer duties, approximately 40 hours per month
- Has a digital device and access to the internet, and office software basic skill level

BENEFITS TO THE VOLUNTEER

- Finding alignment with Whidbey Audubon Society's purpose and goals
- Developing a sense of purpose and community
- Interacting with interesting people of all ages and walks of life
- Learning about the beautiful and unique places that comprise the Whidbey Island natural environment
- Developing leadership skills that are useful forever

Whidbey Audubon Society is dedicated to the understanding, appreciation and protection of birds and other wildlife species and their habitats on Whidbey Island and in surrounding waters.