At-Large Board Member
Job Description and Qualifications

Role
At-Large Board Members have a legal obligation to exercise care, loyalty and obedience to ensure that:

- SRA International is governed in such a way that it fulfills its mission and purpose.
- The assets of the Society are conserved and protected through sound financial management.
- The Society operates in accordance with state and federal laws.

Qualities
At-Large Board Members should possess the personal attributes of enthusiasm, motivation, persistence, courage, imagination, dedication, diplomacy and appreciation, with strong emphasis on interpersonal communication skills.

It is recommended that individuals nominated for the position of At-Large Board Member possess the following:

1. A member of the Society for at least five years.
2. Preferred to have held at least one Section, Chapter or Division Office.
3. Served on at least one Society committee.
4. Be able to devote the time required to fulfill the responsibilities of the position with no obligations to other volunteer organizations that would present a material conflict of interest.

Responsibilities
At-Large Board Members will be responsible for the following:

1. Participates in the Annual Meeting, Business Meeting and all Board of Directors meetings, and other meetings/functions deemed necessary or appropriate.
2. Maintains the confidentiality of the Society’s business as appropriate.
3. Becomes familiar with and informs members about the Society's programs, bylaws, policies and procedures and strategic plan.
4. Makes serious commitment to participate actively in any assigned committee or task force work.
5. Volunteers for and willingly accepts assignments and completes them thoroughly and on time.
6. Stays informed about Board matters, prepares for meetings by reviewing the agenda prior to the meeting and reviews and comments on minutes and reports.
7. Monitors financial performance of the organization by reviewing monthly financial statements, the annual budget, audit and 990 tax form.
8. Agrees to and follows SRAI’s Code of Ethics and the Statement of Professional Responsibilities and Conduct.
9. Gets to know other Board Members and builds a collegial working relationship that contributes to consensus building.
10. Establishes and maintains a close working relationship with the Executive Director for continuity of goals, objectives, and purposes of the Society.
11. Is an active participant in the Board’s bi-annual self-evaluation and strategic planning efforts.
12. Participates in and strategically supports any SRAI revenue generating activities.