

Wausau/Central Wisconsin Convention & Visitors Bureau Board Member Job Description

Acts as a voting member of Wausau/Central Wisconsin Convention & Visitors Bureau Board of Directors with full authority and responsibility to develop policies, procedures and regulations for the governance of the Bureau; assists with the monitoring of the Bureau's financial health, programs and overall performance; provides the Executive Director with resources to meet the needs of those the Bureau serves.

Responsibilities:

- Attends all Board meetings (5 per year) and activities, including special events and Board retreats (1 per year).
- Becomes knowledgeable about the Bureau.
- Prepares for and contributes to Board meetings by being well-informed on agenda issues and expressing his/her point-of-view.
- Openly considers others' points-of-view and makes constructive suggestions to help the Board make decisions that benefit those who the Bureau serves.
- Serves on committees or task forces as needed.
- Represents the Bureau to individuals, the public and other organizations.
- Assumes Board leadership roles when asked.
- Keeps the Executive Director informed about any concerns the community has expressed.

Terms (taken from revised** Wausau/Central Wisconsin Convention & Visitors Bureau By-Laws):

Term and Term-Limits. Directors will be elected to serve a two (2) year term after which they are eligible to serve two (2) consecutive two (2) year terms.

A director may not serve more than three (3) consecutive (2) year terms.

Following a period of absence acceptable to the Board, a former director may be re-elected to the Board. If a director is serving as Chair or Immediate Past Chair when their director term expires, they may continue to serve the remainder of their committed time as an officer (2 years for Chair and 2 years for Immediate Past Chair).

**Currently this is in the by-laws:

(Section 2. b. Terms. Members of the Board of Directors shall be elected for a two (2) year term.)