WCMA Board Responsibilities

1. Attend WCMA Conferences and Board Meetings
   Regular attendance at Board Meetings is expected. The Board Meeting dates are set well in advance and Board Members should make every effort to attend the meetings in person. If in person attendance is not possible, there will be an option for remote participation.
   
   a. August - Summer WCMA Conference
   b. November – Board Retreat
   c. Jan/Feb – Board meeting coincides with AWC City Action Days in Olympia
   d. April – Spring Joint OCCMA/WCMA Conference (optional attendance via phone)
   e. June – AWC Annual Conference

2. Represent WCMA
   Reach out to your colleagues in your geographic area and staff in your organization to inform them of WCMA activities and events. Recruit members to participate in WCMA initiatives. Reach out to colleagues and connect members with the Senior Advisors where appropriate.

3. Take a Leadership Role
   Take a leadership role in the implementation of WCMA’s strategic plan. Choose a specific area(s) from the annual priorities and help to make it happen. Priorities include: Membership, Next Generation, Communications, Conference Planning, Diversity.

4. Mentor the Next Generation of Leaders
   Advance the profession by providing mentoring to the next generation of leaders within your organization and WCMA. In particular, Board members have a commitment to be available to mentor the recipients of the WCMA scholarship award.

Executive Board Responsibilities

In addition to the regular Board responsibilities, the Executive Board responsibilities are:

1. Attend Executive Board Meetings – telephonic meetings that take place in the month prior to a regular Board Meeting.
2. **Vice-President** – Chairs the Conference Planning Committee for the Summer Conference and, in alternate years, the Spring Conference. Serves on the AWC Legislative Committee.

3. **Incoming President** – Chairs the Nominating Committee. Serves on the AWC Legislative Committee.

4. **President** – Coordinates the Board Meetings, Overall Administration. Serves on the AWC Board.

5. **Past President** – Coordinates with the WCMA Senior Advisors. Serves on the AWC Board.