



Position Description: Board of Directors

Legacy

Founded in 1916, Seattle Audubon is an independently incorporated chapter of the National Audubon Society and one of the oldest environmental organizations in the Pacific Northwest. A month after our founding, we began leading bird walks and field trips and continue that tradition over a hundred years later. In 1919, we pressed the city of Seattle to establish a bird sanctuary in Seward Park. In the Twenties, we began lobbying to protect raptors, owls, and other birds not protected by the Migratory Bird Treaty Act; and we were ultimately successful in 1961. In the Sixties, we lobbied the City of Seattle to make Fort Lawton a park rather than a missile base, and in 1973, it became Discovery Park. In the Eighties, we joined other conservation groups in our decades-long efforts to protect the habitats of the Northern Spotted Owl and the Marbled Murrelet. We continue monitoring seabirds throughout the southern Salish Sea. These are just a few of the ways the employees and volunteers of Seattle Audubon support birds and the environment.

Join Us in This Important Work

The Board of Directors of Seattle Audubon is the organization's governing body, vested with the control and conduct of business, property, policies, and programs of the Society. There is a set of collective governance responsibilities of the Board of Directors set forth by the Washington State Office of the Secretary of State. Individual board members have common responsibilities that support their participation in the governance of the organization. Volunteers should expect an average of 5-6 hours of service/month, with some variation throughout the year.

Required Qualifications

1. Demonstrate a high degree of interest in Seattle Audubon and in your role as a board member.
2. Find a personal connection to Seattle Audubon's work, and be genuinely involved in the life of the organization.

Preferred Qualifications

Seattle Audubon is currently seeking individuals with a specific background in financial management, IT infrastructure, human resources, and/or conservation.

Primary Responsibilities

1. Be well informed about Seattle Audubon, its mission and goals, strategic plan, programs and priorities, budget and financial situation, and strengths and weaknesses.
2. Attend an initial board member orientation and subsequent board-development activities.
3. Perform board member duties responsibly, prudently, and ethically.
4. Prepare for and attend monthly board meetings, and two annual board retreats.
5. Actively participate in friend- and fund-raising activities.
6. Make a personally significant annual monetary gift to Seattle Audubon.
7. Ask timely and substantive questions at board and committee meetings before making any decisions.
8. Serve the organization as a whole and work towards those decisions and solutions that are in its best interests rather than any special interest.
9. Avoid any conflict of interest or appearance of conflict of interest.
10. Read and understand the organization's financial statements and help the board fulfill its fiduciary responsibility.

Diversity Statement

Seattle Audubon values diversity in all aspects of our work and strives to create a diverse Board of Directors, staff, and volunteers that fully represent the depth and breadth of our community. Seattle Audubon recognizes that the future strength of our organization rests firmly on our commitment to engage, value, and respect diverse communities. Women, people of color, LGBTQ, and other applicants from historically underrepresented groups are encouraged to apply.

How to Apply

Seattle Audubon's Governance Committee, chaired by the Board Vice President, is charged with the recruitment and nomination of new members to the Board of Directors. To apply:

1. Please [complete an online volunteer application](#) (*if you do not already have an application on file with Seattle Audubon*) and endorse your interest in serving on the Board of Directors.
2. Also send an email to governance@seattleaudubon.org including a brief statement of interest and attaching a resume or CV. Alternatively, these documents may be submitted in person or via postal mail to Seattle Audubon, 8050 35th Ave NE, Seattle, WA 98115.

Please note: Board members are volunteers and are not compensated for their time.