**Universities Council on Water Resources**

**Board of Directors Roles and Responsibilities**

1. Provide Vision and Planning
	* Adopt an overarching vision statement and review periodically.
	* Define UCOWR’s mission and review regularly.
	* Develop a strategic plan with short and long term goals and objectives.
	* Establish membership and financial goals.
	* Determine member benefits and activities of the organization.
2. Actively Participate in Governance and Programs
	* Participate in all regular (5 per year, 2 in-person at conference and 3 video conference) and special meetings of the Board.
	* Serve on committees when called upon.
	* Attend and actively participate in the Annual Water Resources Conference.
	* Develop special sessions and panels for the Annual Water Resources Conference.
	* Recruit colleagues to present at the Annual Water Resources Conference.
	* Consider serving as Chair of the Annual Water Resources Conference.
	* Serve as an ambassador for the *Journal of Contemporary Water Research and Education (JCWRE).*
	* Consider serving as an Issue Editor for a special issue of *JCWRE*.
	* Consider serving as an Associate Editor for *JCWRE*.
	* Serve as an informed spokesperson for UCOWR when the opportunity arises.
	* Maintain confidentiality when necessary.
3. Recruitment
	* Actively recruit member institutions and delegates.
	* Identify emerging leaders in water resources.
4. Establish and Approve Policy
	* Review and approve amendments to bylaws.
	* Review and approve roles of board and executive positions.
	* Delegate policy implementation.
5. Fiscal Oversight
	* Review and approve the annual operating budget and the Executive Director’s annual report.
	* Review and approve investments.
	* Negotiate and approve a Memorandum of Understanding for the home office with a host institution.
6. Hire and Support the Executive Director (ED)
	* Review and approve a position description for the ED.
	* Work cooperatively with host institution to hire or terminate the ED.
	* Develop a strong working relationship between the Board and ED.