**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.