

**American Library Association
Executive Board**

**Board Member
Job Description**

THE ROLES:

The Executive Board provides leadership and vision for the American Library Association. The roles of Executive Board members are:

- Work with Council committees and members to develop and set priorities and direction for the Association
- To identify and assess key areas needing attention and resources
- To communicate priorities and concerns to and from membership
- To provide fiscal oversight for the association

Members of the Executive Board will carry out these roles in partnership with the Executive Director of the association.

ESSENTIAL FUNCTIONS:

The Board is composed of 12 members, two elected each Midwinter. Each Board member works with other members of the Board to:

- I. Review, assess and oversee policies and actions taken by the association.
- II. Recruit, orient, set goals for, and evaluate the Executive Director.
- III. Share the responsibility for long-range and strategic planning with the Executive Director
 - A. Address professional and organizational issues confronting and impacting libraries and the profession
- IV. Review, assess and oversee the fiscal resources of the association
 - A. Approve the budget
 - B. Approve funding for new initiatives
 - C. Review reports from the Endowment Trustees and approve matters regarding the Endowment, including appointment of Endowment Trustees
 - D. Review investment reports and approve matters dealing with investments of the association
- V. At the discretion of the president, may serve as a member of a Board committee or a liaison to an association committee.
 - A. May serve as a representative of the Board or liaison to a committee of the organization
 - B. May represent the president of an organizational or public function upon the request of the president

QUALIFICATIONS:

According to the Bylaws, Article III. Section 6(c), Executive Board members are to be nominated for three-year terms for election "by the Council from among the members of the Council who are serving by virtue of election to it...and who have served at the Midwinter Meeting and Annual Conference immediately preceding their prospective terms as Executive Board members..."

HOURS OF WORK:

Members are expected to attend all fall and spring Board meetings and Board retreats as well as Board meetings, Board subcommittee meetings, and meetings of the Council scheduled at the ALA Midwinter Meeting and Annual Conference. Members may have additional responsibilities to represent the association in public speaking or press conferences, to respond to issues and concerns related to librarianship and the association.

GOVERNING AUTHORITY:

Empowered by the ALA Constitution and Bylaws. Reports to the Council of ALA.

SELECTION PROCESS:

Nominees proposed by president-elect and Committee on Committees, or submitted from the floor of Council.