



Board of Directors Job Description and Expectations

Purpose: To advise, govern, oversee policy and direction, and assist with the leadership and general promotion of the Modern Quilt Guild so as to support the organization's mission and needs.

Mission of the MQG: To support and encourage the growth and development of modern quilting through art, education, and community.

Board members' responsibilities include:*

- Organizational leadership and development
- Financial oversight including adoption and oversight of annual budget
- Strategic planning and guidance
- Outreach
- Advocating for the MQG in industry or professional settings as requested to further the organization's mission and strategic goals
- Promotion of the organization
- Review of organizational and programming reports
- Personnel evaluation and staff development (executive committee only)

* Members of the board share these responsibilities while acting in the interest of the Modern Quilt Guild. Each member is expected to make recommendations based on their experience and vantage point in the community.

Day-to-day operations of the MQG are managed by staff members, including but not limited to member programming, QuiltCon location and faculty selection, and administration of the QuiltCon quilt show, including selection of jury and judges.

Expectations of Board Members:

- Attend and participate in MQG board meetings on a regular basis. *
- Attend QuiltCon as able.
- Chair or co-chair one official board committee (treasurer and board president positions are exempt from this requirement) and serve on ad-hoc committees as needed. **
- Help communicate and promote the MQG's mission and programs.
- Become familiar with the Modern Quilt Guild's budget and financial needs.
- Understand the policies and procedures of the Modern Quilt Guild.
- Financially support the Modern Quilt Guild in a manner commensurate with one's ability.

*The Board holds regular bi-monthly meetings via video conference. Additional meetings are held as needed to address urgent situations.

**Committees of the board or task forces meet as necessary depending on their respective work agenda.

Length of Term: Each director holds office for three years, at which point the term may be renewed (as determined by the majority of the remainder of the board), or the director may step down if they so choose.