



Board of Directors **Job Description**

Organization Profile

The National Recreation and Park Association (NRPA) is the leading not-for-profit organization dedicated to building strong, vibrant, and resilient communities through the power of parks and recreation. With more than 60,000 members, NRPA advances this mission by investing in and championing the work of park and recreation professionals and advocates — the catalysts for positive change in service of equity, climate-readiness, and overall health and well-being.

NRPA brings strength to its message by partnering with like-minded organizations, including those in the federal government, nonprofits, and commercial enterprises. Funded through dues, grants, registrations, and charitable contributions, NRPA produces research, education and policy initiatives for our members that ultimately enrich the communities they serve.

Board of Directors Responsibilities

The board will support the work of NRPA and provide mission-based leadership, strategic governance, and fiduciary oversight. While day-to-day operations are led by NRPA's President and Chief Executive Officer (CEO), the Board-CEO relationship is a partnership, and the appropriate involvement of the board is both critical and expected. Specific Board Member responsibilities include but are not limited to the following:

- Support the organization's mission and purpose.
- Review financial statements to ensure that the organization is fiscally responsible and adheres to the organization's tax-exempt status requirements.
- Assist in the development of the organization's strategic plan.
- Lead and support fundraising campaigns and events.
- Represent the organization to the public, the media, and other like-minded organizations.
- Adopt positions on critical issues and national legislation when appropriate.
- Assess the organization's performance based on agreed upon performance metrics.

Board members will consider NRPA in their top-tier philanthropic priorities and make annual gifts that reflect that priority. Board members are encouraged to give an annual donation that reflects a meaningful amount to the individual.



Board members will attend all board meetings with the understanding that personal and/or professional circumstances may arise. They will actively participate in board meeting discussions and committee work and read meeting materials in advance of the meetings, per the bylaws. Board members are required to understand their fiduciary duties of care, obedience, and loyalty.

Competencies

- Committed and able to work collaboratively with a wide diversity of colleagues
- Inspired to be a contributing member of an inclusive culture
- Dedicated to continuous learning for self and others
- Strategic and critical thinking skills
- Understanding of and commitment to diversity, equity, inclusion, and anti-racism [pledge required]
- Strong ethical fiber, positive demeanor, and sense of humor
- Relevant professional experience
- Personal passion for improving lives and communities through parks and recreation

Board Terms

Elected board members will serve a three-year term and are eligible to serve a second term. Appointed board members are asked to serve a two-year term by the Chair of the board.

Board Compensation

There is no compensation for board service. Board members are responsible for any expenses incurred as a result of their service (e.g., travel). Travel assistance may be available in consultation with the Chair.

Time Commitment and Number of Meetings

There are typically four meetings per year, two in person and two via video conference. Additional meetings may be called as need arises. The fall meeting is held prior to the NRPA Annual Conference and board members are strongly encouraged to attend.

Board members also will serve on one of five board committees (Executive, Governance, Finance, Fund Development, and Advocacy). Committees may meet via teleconference once a month, or on an as-needed basis.

Board members are expected to prepare for board and committee meetings, participate in task forces and ad hoc activities, and be accessible for discussions as needed with the Chair, CEO, and other members.