Board of Directors Position Description

**Overview**

The ESF College Foundation, Inc. was incorporated in 1965 for the purpose of securing annual and special gifts from the private sector to support the SUNY College of Environmental Science and Forestry. In conformance with that purpose, individuals are elected to serve voluntarily as members of the Foundation’s Board of Directors. Each selection so made anticipates that each director’s personal commitment and influence with others will serve to ensure the growth and success of the Foundation and thereby augment the quality and reputation of the College.

## Qualifications

Any person whose name is brought before the Foundation Board of Directors for possible election to the full board shall be deemed qualified if the nominee holds the following qualifications:

1. a strong belief in the viability and value of publicly supported higher education as a major force in meeting the critical needs of society;
2. a corollary belief that ESF is an integral component of public higher education and a significant asset to the State of New York and to environmental issues affecting all of society;
3. a general concurrence with the mission, goals, and objectives of the College as developed and articulated by the president and approved by the trustees of ESF;
4. a firm conviction that publicly supported institutions of higher education are appropriate objects of personal philanthropy and other forms of private support;
5. a willingness to improve the quality of the College through (a) voluntary participation at a level commensurate with the membership of an active Foundation board, (b) personal financial support of the College through the Foundation at a level commensurate with capacity and interest, and (c) a commitment to work with the Foundation staff in securing financial support from others.

## Specific Responsibilities

A director of the ESF College Foundation, Inc. agrees to the following:

1. hold as a high priority attendance at the two scheduled board meetings each year;
2. serve actively on one board committee or more assigned by the board president;
3. be alert for opportunities to promote the purpose, goals, and objectives of the Foundation and to capitalize on such opportunities, especially where the potential exists to emulate that support;
4. be available on reasonable demand to work with staff to advance the mission of the Foundation by (a) providing advice and counsel on the general management, operations, and program activities of the Foundation; (b) providing or otherwise securing introductions to persons who, by virtue of personal wealth or other resources under their management or control, have potential for new or increased

support of the College; and (c) participating in the Foundation’s efforts to identify, cultivate, and solicit potential donors and in providing stewardship for gifts received.

Board members are expected to commit approximately 60 hours of volunteer time to their various Board and committee activities each year. Also, the Foundation expects each board member to make a financial contribution to the Foundation. An annual gift of $1,000 is recommended, recognizing that personal and other circumstances may affect a member's level of giving. The Foundation encourages board members to consider donating an unrestricted gift of $1,911 annually to become a member of the 1911 Society.

## Term of Office

Directors of the Foundation are elected to three-year terms and may be elected for a maximum of three consecutive terms. They shall be eligible for re-election following a minimum of a one-year absence.

## Reciprocal Commitment

The success of the ESF College Foundation, Inc. in securing support from alumni, parents, friends, corporations and foundations is vested in the commitment of the volunteer board of directors. In recognition of the unique demands on these volunteers, all elected directors are assured of a strong and reciprocal commitment from the Foundation staff to provide the information and expertise necessary for implementation of, or follow through on, initiatives stimulated through voluntary effort.

Adopted 6/13/06