



Board of Directors – Duties, Qualifications, and Responsibilities

The Board of Directors exists to secure and promote the strategic vision, financial, legal and ethical wellbeing of PAWS Shelter of Central Texas (PAWS) and to ensure that it fulfills its mission.

Term of office – The term is three years. Board members must be able to regularly participate and contribute to PAWS business.

Specific duties include:

- Support and promote the mission of PAWS
- Actively participate in policy making and strategic planning
- Respond to regular email communications which may require document review and feedback
- Participate in a monthly scheduled Board Meeting
- Actively participate in one or more fundraising activities
- Attend the annual in-person board meeting in October
- Represent PAWS in a professional manner
- Be a member of at least one committee, and represent PAWS within the community

Board Member Qualifications

- Support PAW's mission statement, goals and objectives
- Be creative and take initiative in the growth of PAWS
- Work well with fellow board members, but have the ability to work independently
- Meet deadlines and be an active board member
- Have daily access to email
- Be able to work at minimum one live or virtual event per year
- Bring a diverse background to the table with experience in other areas, such as marketing, social media, financial, operations, human resources, fundraising or event management, grant writing, animal care, community engagement, etc.

Conflict of Interest Policy

Members of the PAWS board of directors are required to disclose any potential Conflicts of Interest annually.

Compensation - Board members are not compensated for their service.

Officers of the corporation - You may seek office (president, vice-president, secretary or treasurer) at any point during your term (the officers' slate is approved each October at the annual meeting. Officers also serve on the Executive Committee.