

## **JOB DESCRIPTION: PACIFIC CENTRAL DISTRICT (PCD) BOARD MEMBER**

***Mission of the Pacific Central District (PCD)/  
Unitarian- Universalist Association (UUA)***

*To provide services and resources that will grow the...*

- *PC/UUA in terms of its Membership*
- *deepening of our faith*
- *effectiveness of our structures*
- *power of our service to the wider world.*

### **PCD BOARD of DIRECTORS MISSION**

In alignment with and support of the mission of the PCD/UUA, the mission of the PCD Board of Directors is to promote spiritual depth, right relationship, social justice, and growth in new and existing congregations and programs within the PCD consistent with the UU Principles and Purposes.

### **PCD BOARD ROLE**

The PCD Board conducts the affairs of the PCD/UUA and, subject to PCD Bylaws, works with PCD staff and committees to develop and implement the policies, goals, plans, and objectives of the PCD. The Board, working with district staff, stays informed of activities, successes, and concerns of district member congregations, district committees, and the UUA. The Board strives to facilitate communication among congregations in the district and between the congregations and departments and committees of the UUA and PCD.

### **PCD BOARD COMPOSITION**

The PCD Board consists of thirteen voting members. Every year at the Annual Meeting six members are elected, thus staggering the terms. Each term is two years, and Board members may serve up to three consecutive two-year terms. The thirteenth member of the Board is selected for a one-year term by the Youth Council of the PCD-Young Religious Unitarian Universalists (YRUU). The PCD-UUA Trustee serves on the PCD Board as an ex-officio member.

The PCD Board elects its officers to one-year terms at the annual PCD Board retreat/meeting in May. The officer positions follow: President, Vice President, Moderator, Treasurer, Corresponding Secretary, and Recording Secretary.

### **GENERAL INFORMATION**

PCD Board members are expected to attend each Board meeting and to participate in other Board and district activities. Members serve on at least

one Board Standing Committee. These include the Executive, Personnel, Board Development, and Finance Committees. Additionally, each year the Board may establish working groups such as Long-Range Planning. The Board appoints one member as liaison to each District Standing Committee: Growth, Nominating, and Racial and Cultural Diversity.

The Board meets six times a year, including the annual retreat (a full weekend). Meetings are held at congregations around the District from 9 am to 4 pm Saturdays. Home hospitality may be available for those who desire it. Additional meetings may be added if needed. Board members are expected to attend the District Annual Meeting scheduled in conjunction with District Assembly and are encouraged to attend District-sponsored events.

Committees and Working Groups of the Board meet by email, phone, or in person between Board meetings. The Board uses email to communicate between meetings and to prepare for Board meetings. A Board member can expect to spend approximately 10-15 hours a month on Board work – one hour a week with email, and 5-10 hours a month doing project or committee work. This time is in addition to the bi-monthly all day Board meetings.

The Executive Committee is composed of the President, Vice President, Moderator, Treasurer, and one or two additional members appointed by the Board. The Executive Committee holds a conference call meeting before each Board meeting to plan the agenda and conduct other business. Board officers can expect to spend an additional 10-15 hours a month doing Board work and meeting in person or by phone.

The PCD Board is made up of dedicated UUs who govern the PCD and support congregations and the programs to serve them. Being a PCD Board member is an opportunity to contribute to the larger movement and to influence UU growth and health by inspiring others and helping to create opportunities for learning and living our UU faith.

### **MAJOR ISSUES FOR 2012-13**

The upcoming term for the PCD Board will be exciting and challenging. Working with the UUA, the District will be hiring a new District Executive whose work will begin in the summer of 2013. Ongoing conversations with the UUA and with other Districts in the western US are aimed at defining new relationships and responsibilities, including possible regionalization. The PCD is scheduled to host a Western Region Assembly in 2013. These are creative and exciting times, with great opportunities for dynamic PCD/UUA leadership.