

POSITION DESCRIPTION: GOVERNANCE COMMITTEE



OVERVIEW

The Governance Committee provides direction to UWCK's Board to ensure transparent and effective leadership of the organization. The Committee selects a slate of nominees for officers and directors of the Board, as well as community member volunteers to serve on other UWCK-led committees. The committee will help orient new Board members, ensure conflict-of-interest standards are met, oversee Board performance, and evaluate Board members. The committee will monitor UWCK policies and by-laws, keeping them up to date and relevant. In addition, the committee will conduct and analyze the organizational self-assessment in keeping with United Way Worldwide membership standards. A subcommittee on Human Resources ensures that UWCK's personnel policies are proactively following best practices and updated to reflect changing labor laws.

RESPONSIBILITIES

- ❑ Assist in recruitment of local community leaders to serve on Board and committee positions to ensure UWCK remains a volunteer-led organization.
- ❑ Regularly review governing documents and ensure compliance with United Way Worldwide membership requirements.
- ❑ Develop policies and establish procedures related to organizational governance.
- ❑ Review Board performance and ensure diversity of leadership to represent the community we serve.
- ❑ Review Executive performance and compensation in comparison to similar United Ways.
- ❑ Advocate and promote UWCK in the community. Provide a testimonial to use in publications promoting the organization.

LOCATION & MEETING TIMES

All regular meetings will be held at the UWCK office (604 North Main, Elizabethtown, KY 42701). Occasionally meetings will be held off-site in the local area as needed.

Committee Meetings are held approximately 2 times per year with a meeting schedule determined annually by members, with meetings typically lasting 1.5 hours. Individual time commitments vary depending on the volunteer's desired level of engagement in the committee's activities.

Volunteers will receive an orientation to UWCK's work prior to beginning service in this role.