



BoD Call for Nominations

The GK BoD is seeking to fill up to 5 positions over the next 24 months and is looking for prominent individuals in the following fields:

1. Highly connected, senior-level corporate executive
2. Non-US professional, living in his/her country, who by their stature and position will enhance Golden Key's credibility within the academic sector and personally add value to growth efforts in country (South Africa and Canada)
3. Non-profit/volunteer/student organization leader
4. Legal/governance expert
5. University Presidents or other high-ranking higher-education administrators
6. High profile individuals with other skills that might be beneficial to Golden Key (IT, Fundraising, Marketing/PR)

In general, GK Board members must be:

- A role model of GK values
- Passionate about GK's mission
- Willing to devote 2-4 hours per month to GK matters
- Available to prepare for and participate in two, two-hour board teleconferences annually (May and November)
- Available to prepare for and attend two two-day board meetings annually (February and July/August)
- Willing to commit to at least one three-year term
- Someone who because of their stature, experience and expertise can add significant value to Golden Key through relationships that result in growth of the Golden Key community (university/corporate/nonprofit partnerships/relationship, fundraising, etc.)

Knowledge of Golden Key and/or honor societies will be considered in the selection process but is not a requirement. Diversity is a value of our organization so please keep this in mind as you submit your nominations. If you would like to submit a nomination, either for yourself or someone else, please complete the application form and submit the nominee's resume per the form's instructions. All nominations must be received, with full supporting documentation, no later than 3 November 2015. Incomplete applications will be removed from consideration.

Please submit your nominations here:

<http://www.surveygizmo.com/s3/2395243/GK-BoD-Call-for-Nominations>

Any questions should be sent to gkboard@goldenkey.org



Board Job Description

Specific job outputs of the Board are those that ensure appropriate organizational performance. Accordingly, the Board has direct responsibility to create:

1. The link between the Society and the operational organization.
2. Written governing policies that address the broadest levels of all organizational decisions and situations.
 - a. Strategy: Organizational products, impacts, benefits, outcomes, recipients and their relative worth (what good for which recipients at what cost).
 - b. Executive Limitations: Constraints on executive authority, which establish the prudence and ethics boundaries within which all executive activity and decisions must take place.
 - c. Governance Process: Specification of how the Board conceives, carries out and monitors its own task.
 - d. Board-Executive Director (ED) Linkage: How power is delegated and its proper use monitored; the ED role, authority and accountability.
3. Assurance of successful ED performance.
4. Additionally, the Board will:

Governance

- Approve the organization's mission, vision, values and strategy and review management's performance in achieving them.
- Annually assess the ever-changing environment and approve the organization's strategy to be responsive.
- Annually review and approve the organization's business plan.
- Annually review and approve the organization's budget.
- Approve major policies.
- Set guidelines for, nominate and award the honor of Board Members Emeritus according to the standards and procedures in the Board Policy Manual.
- Appoint, as necessary, a nominations task force.

Organization

- Regularly discuss with the chief executive matters that are of concern to that person or to the board.
- Annually approve the performance review of the chief executive and establish compensation based on recommendations of the executive committee and board chair.
- Be assured that management succession is properly planned.
- Be assured that the organizational strength and employee base can substantiate long-range goals.
- Approve appropriate compensation and benefit policies and practices.
- Propose a slate of prospective board members to members and fill vacancies as needed.

- Determine eligibility for, and appoint members to board committees.
- Annually review the performance of the board (including its composition, organization, and responsibilities) and take steps to improve its performance.
- Establish the mandate for the International Leadership Council (ILC).

Operations

- Review results achieved by management as compared with the organization's mission and strategic and business plans. Compare performance to that of similar institutions.
- Be certain that the financial structure of the organization will adequately support its current needs and long-range strategy.
- Provide candid and constructive criticism, advice and comments.
- Approve major actions of the organization such as capital expenditures on all projects over authorized limits and major changes in programs and services.
- Determine membership fees and dues.
- Approve chartering requirements and standards.

Audit

- Ensure that the board and its committees are adequately informed of the financial condition of the organization and its operations through reports or any appropriate method.
- Ensure that published reports properly reflect the operating results and financial condition of the agency.
- Ensure that management has established appropriate policies to define and identify conflicts of interest throughout the agency and is diligent in its administration and enforcement of those policies.
- Appoint independent auditors.
- Review compliance with relevant material laws affecting the organization and its programs and operations.

Notes:

1. An officer or director may not be a designated representative of two organizations that have a conflict of interest.
2. GKIHS officers may not serve on the board of another professional organization whose primary or secondary activity is related to the activities of GKIHS.
3. GKIHS directors may not serve as an officer of another organization, except in the case of universities and colleges, whose primary or secondary activity is related to the activities of GKIHS, but may serve as a board member.