

Dear Prospective Board Member:

Thank you for your interest in serving as a member of the Board of Directors of the Oregon Branch of the International Dyslexia Association (ORBIDA). The following should provide you with an overview of what serving as a member of the Board involves. After you have reviewed the information below, please complete the Nomination Acceptance letter and return in the enclosed postage-paid envelope to the Nominating Committee.

DUTIES AND RESPONSIBILITIES OF THE BOARD OF DIRECTORS

The Board of Directors is currently comprised of 15 members elected from the membership in good standing of the Branch. The Board has the responsibility to maintain the general direction and control of the Branch in accordance with the IDA and Branch bylaws and the Standards of Excellence as outlined by the International Dyslexia Association. The officers of the Board include the President, Vice President, Secretary, and Treasurer, who comprise the Executive Committee, together with a fifth member appointed by the President.

Qualifications for Election to the Board of Directors:

1. Must be a paid member in good standing of the International Dyslexia Association, and remain a member in good standing throughout your tenure on the Board.
2. Must have a demonstrated interest in the Association, and be willing to learn the organization's mission, purpose, goals, policies, programs, services, strengths and needs.
3. Must be willing to chair a committee of the Board at the request of the President, and to be prepared and participate actively in all of the scheduled and special meetings of the Board.

Beyond Core Responsibilities:

Beyond the core responsibilities, Board members have other important obligations that include but are not limited to:

1. Attending each scheduled Board meeting
2. Developing knowledge of the laws, bylaws, rules, regulations and policies with which the Oregon Branch must comply.
3. Helping to educate members of the Association regarding Branch services and benefits.
4. Reporting to the membership at least annually on the conditions and progress of the Oregon Branch.
5. Attending the annual meeting and the annual conference, as well as other special events sponsored by the Branch (e.g., Resource Fair, Outreach Programs, etc.).

Time Commitment:

The term of office is three years, beginning January 1, 2011 and extending through December 31, 2013. You are eligible to be nominated for one additional three-year term. The time commitment during your term can vary depending on your level of involvement and your interests. For example, most Board meetings last an average of 2.5 hours, and there is a certain amount of preparation needed prior to each meeting. Committee work varies depending on the committee and time of year, but can involve anywhere from 1 hour a month to several hours a week. It is recommended that Board members attend as many lectures of the Lecture Series as possible, which last an average of 2 hours. These are typically held once per month during most school months, except September and December.