



Pro Sports Assembly Governing Board, Director Guidelines

Governing Board Members have fiduciary responsibility for the organization. They should be a current employee of a professional sports league, union, team or venue at the VP level or above. Member should have a pulse on the current trends, leadership challenges and climate in their respective sports league. Member should have a strong passion for inclusive leadership in professional sports.

Purpose: To govern, create and oversee policy and strategic plan in support of support Pro Sports Assembly's mission, vision and values.

Major responsibilities:

- Provide the Management Team with organizational leadership and guidance
- Promote the organization
- Formulate and provide oversight of policies and procedures
- Steward financial health of PRO, including adoption and oversight of the annual budget, fundraising and outreach, including personal/organizational contributions
- Member benefits and responsibilities planning and evaluation
- Stewardship of the industry

Length of term: Up to two (2), three-year terms

Meetings and time commitment: (Approximately 4-8 hours a month)

- Monthly Governing Board Meetings (except June or July)
- Board of Directors Retreat
- The Assembly: Leadership Retreat and Workshop
- Quarterly Advisory Board Meetings

Additional responsibilities:

- Board Committee Leadership
- Obtain a PRO Certificate of Inclusive Leadership
- Host a CEO/Owner Interview
- Participate in two (2) Organizational Membership Calls (intro/onboarding)
- Co-host one Member Mixer per year

Expectations of Board

- Introduce concerns, solutions, partners and other opportunities that align with the PRO mission, objectives and programs.
- Help communicate and promote the PRO mission, events, fundraising and programs to the industry at large and to one's circle in particular.
- Become familiar with PRO finances, budget, and financial/resource needs, especially related to sustainability.
- Understand and support the policies and procedures of PRO.
- Recruit new members and submit nominations for leadership positions (committees, board, etc.)

Responsibilities:

- COI - Dues - 75% meeting attendance - Board Retreat - The Assembly
- Complete Inclusive Leadership Program
- Dedicate at least 2 hours a month for strategy and to execute PRO initiatives
- Lead or co-lead a Committee
- Be a public advocate and ambassador for PRO and its initiatives
- Create and develop innovative ways to engage PRO members and the professional sports industry inclusively
- Plan and participate in monthly governing board calls
- Plan and participate in quarterly advisory board calls
- Be reasonably available to other governing board members upon request
- Assist in fundraising for Pro Sports Assembly – Individual Goal is \$20,000

Name: _____ Date: _____

Signature: _____

Term: _____