The Rocky Mountain Association of Geologists was established in 1922 with the following objectives: To promote interest in geology and allied sciences and their practical application; To foster scientific research; To encourage fellowship and cooperation among its members; To facilitate professional development; and to disseminate geologic information.

DESCRIPTION: First Vice President-Elect of the RMAG board of directors

Job Purpose: The First Vice President-Elect will support the work of RMAG providing mission-based leadership and strategic governance. Day to day operations of RMAG are led by the RMAG staff. However, the board-staff relationship is a partnership and the involvement of the board is both critical and expected. The First Vice President- Elect will have responsibilities specific to the position.

ESSENTIAL POSITION FUNCTIONS:

- Attend all board meetings (typically held the 3rd Wednesday of every month at 4pm)
- Represent RMAG to stakeholders and act as ambassador for the association
- He or she shall serve as a member of the Publications Committee
- Ensure the RMAG publications operations run smoothly
- Achieve financial objectives by reviewing and approving committee/ annual budget, reviewing monthly Treasurer reports, and any Audit report or Annual Reviews, and legal or fiduciary responsibilities

POSITION TERM:
Two (2) years. He or she shall serve as First Vice President-Elect for (1) year, and in the following year will serve as First Vice President.

FUNDRAISING:
So that RMAG can credibly solicit contributions from foundations, corporations, and individuals, all board members are encouraged to make annual gifts to RMAG. It is also recommended that Board members attend RMAG events such as luncheons, short courses, symposia, and field trips, and to promote these events and RMAG publications to members and sponsors.

QUALIFICATIONS:
This is an extraordinary opportunity for an individual who is passionate about RMAG's mission and who has a track record of board leadership. Selected board members will have achieved leadership stature in business, government, philanthropy, or the nonprofit sector. His/her accomplishments will allow him/her to attract other well-qualified, high- performing board members.

Ideal candidates will have the following qualifications:

- Current RMAG member in good standing
- Extensive professional experience with significant executive leadership accomplishments in business, government, philanthropy, or the nonprofit sector
- A commitment to and understanding of RMAG's members, preferably based on experience
- Savvy diplomatic skills and a natural affinity for cultivating relationships and persuading, convening, facilitating, and building consensus among diverse individuals

- Personal qualities of integrity, credibility, and a passion for improving the lives of RMAG's members

CONFIDENTIALITY:
RMAG expects you to respect the privacy of the organization and to maintain confidentiality. Confidential information includes but, is not limited to: information about RMAG finances, salaries, donor information, operating plans, investment management, personnel matters, internal discussions and other information that may be deemed proprietary. No information may be released without appropriate written authorization. Failure to maintain confidentiality may result in disciplinary action.

As a member of the Board of Directors, I recognize by my signature that I owe a fiduciary duty of care to the RMAG as set forth above.

I acknowledge I have read the Board description(s) for the position I am running and believe I can uphold the duties listed above if I am elected.

Candidate Signature: Date: