



Foothills Branch Chair

Goal of Position

The Branch Chair coordinates and supports the efforts and initiatives of the Foothills Branch committees. They work in concert with the Chair-Elect, Past Chair, and broader organization to provide safe and inspiring activities, courses, and volunteer experiences that allow members on the Eastside to explore, conserve, learn about, and enjoy the lands and waters of the Pacific Northwest and beyond.

Activities and Responsibilities

- Organizes and conducts meaningful and well-run Branch Council meetings.
- Facilitates collaboration and coordination among Foothills Branch's committees and programs.
- Supports committee chairs and leaders when they need additional resources or help to work through issues.
- Maintains strong connections between the Branch Council, activity committees, other branches, and Mountaineers staff.
- Attends regular Branch Leadership Committee meetings on behalf of Foothills and shares relevant information back with the Foothills branch leadership.
- Works with the branch Treasurer and committee chairs to oversee the branch budget and ensures that branch funds are managed responsibly.
- Encourages and oversees consistent and meaningful volunteer recognition across activity committees.
- Ensures that club-level processes are followed to resolve member-volunteer issues promptly and effectively, and at the appropriate level.
- Serves on the Leadership Development Committee.
- Provides mentorship to the Chair-Elect.
- Will transition into the role of Past Chair after one year.

Length of Service

The Branch Chair's role is part of a three-year commitment. The first year is served as Chair-Elect, the second year as Branch Chair, and the third year as Past Chair and mentor.

Time Commitment

The Branch Chair is expected to attend all Foothills Branch Council meetings and Branch Leadership Committee meetings, as well as the branch's Annual Social and Volunteer Recognition Banquet. Foothills Branch Council meetings take place every other month (about 6 times per year), skipping summer months. Half of the Branch Council meetings are in-person, and half are held via conference call. The club-wide Branch Leadership Committee, which is comprised of all of the organization's Branch Chairs, meets for 2-hours each month (teleconference participation is arranged).

Preferred Qualifications

- An active interest and commitment to getting people outside and fostering volunteerism, conservation, engagement, and leadership skills in the outdoors.
- Positive personal outlook.
- Follow-through on commitments while avoiding personal over-commitment.
- Good listening and communication skills and an ability to relate to a broad range of personalities.
- An ability to facilitate communication across a broad range of activities and Mountaineer stakeholders.
- A team leadership, project management, or organizational management background can be helpful.

Each situation and opportunity is different. No previous experience in this kind of role is required.

Support and Reporting

The Branch Chair leads the Foothills Branch Council. They work with the Chair-Elect, Past Chair, and a committee of dedicated Branch Council members (committee chairs and branch officers) who share a love of The Mountaineers and the outdoors. Mountaineers staff in every role (accounting, development, marketing, leadership development, and member services) are available to assist the person in this position.

How to Apply

To apply for consideration as the Foothills Branch Chair, please read the [Branch Chair-Elect position description](#) and send an email to volunteer.for.foothills@gmail.com. Applications will be accepted on a rolling basis any time before September.

The incoming Branch Chair-Elect is elected by the Foothills Branch membership, with the expectation that they will complete a three-year term as Chair-Elect, Chair, and Past Chair. Ballots go out in October, and terms begin immediately after election results are certified in early November.

All members with a sincere interest and the time to commit to this role are encouraged to apply!