

Position Description: Trustee

Organization: Rocky Mountain Section of the American Water Works Association

Affiliation Requirement: Active membership in the American Water Works Association

POSITION SUMMARY

The Trustee serves as a member of the RMSAWWA Board, providing leadership, governance, and strategic direction to support the Section's mission and programs. Trustees act as ambassadors for the organization, contribute to policy development, and support committees and initiatives that advance the water industry.

This is a volunteer leadership position requiring an average commitment of approximately 12 hours per month, including meeting participation, committee support, and special assignments.

KEY RESPONSIBILITIES

Governance and Leadership

- Support and advance the Section's mission, goals, policies, and programs.
- Establish, review, and update organizational policies.
- Serve as an advocate for the organization and promote membership growth and engagement.

Fiduciary Oversight

- Maintain a working understanding of the organization's budget and financial condition.
- Review financial reports and provide informed oversight, including asking clarifying questions as needed.

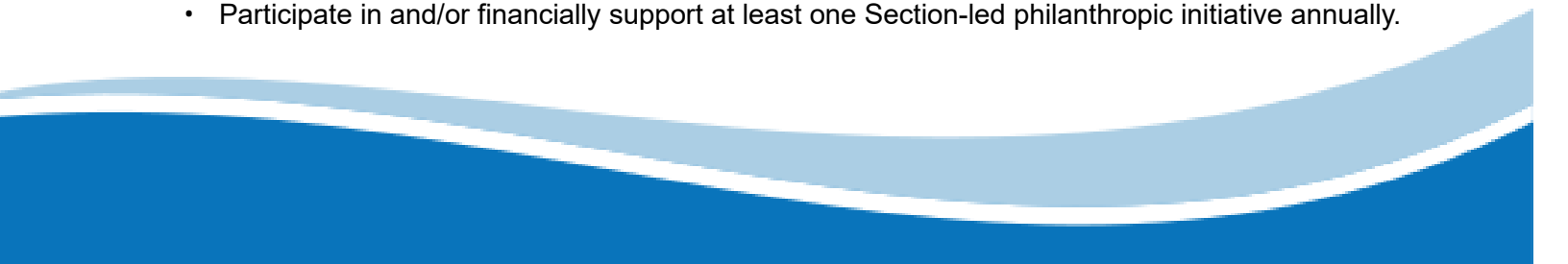
Committee Engagement

- Serve in an advisory role to assigned committees.
- Support committee activities and initiatives.
- Communicate Board updates to Committee Chairs.
- Assist in recruiting and engaging committee members.

Member Engagement

- Maintain communication with members within the assigned state or region.
- Support membership recruitment and retention efforts.

Programs and Initiatives

- Assist the Awards Committee with the selection of the James B. Warner Scholarship recipient.
 - Support the Section Sponsorship Program by identifying and pursuing sponsorship opportunities.
 - Participate in and/or financially support at least one Section-led philanthropic initiative annually.
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Additional Duties

- Complete special projects and other responsibilities as assigned by the Section Chair.

MEETING EXPECTATIONS

Required Meetings

- Board Orientation Meeting (scheduled by the Section Chair and Executive Director).
- Two in-person planning meetings annually (summer and winter; typically 1.5–2 days each, usually held in Colorado).
- Monthly Board Meetings (subject to change; typically held in the Denver metro area with some virtual options available).
- Annual Business Meeting, held in conjunction with the Rocky Mountain Water Conference. This conference is held in Colorado.

Additional Opportunities

- AWWA Regional Meeting of Section Officers (RMSO) – fall each year (approximately 2 days; location varies).
- AWWA Summer Workshop – late July each year (2 days; typically held in Colorado).
- AWWA Annual Conference and Exposition, including the Section Social Event and Fuller Award Breakfast.
- Other trainings and events as appropriate.

TIME COMMITMENT AND EXPENSES

- Estimated time commitment: approximately 12 hours per month.
- Estimated annual travel expenses: approximately \$1,000.
- Trustees are encouraged to seek reimbursement of expenses through their employer when possible.

QUALIFICATIONS

- Active individual or assigned membership in AWWA (required).
 - Commitment to the mission and goals of RMSAWWA.
 - Willingness to actively participate in meetings, committees, and Section initiatives.
 - Strong communication, collaboration, and leadership skills.
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