



PO Box 14065 • Tumwater, WA 98511 • CapitolLandTrust.org • 360.943.3012

Capitol Land Trust appreciates hearing from community members interested in joining our Board of Directors. To fill board vacancies, we seek individuals with diverse talents, lived experiences, and community connections, who are committed to the conservation of lands in the South Puget Sound and Chehalis Basin Watersheds. Of special interest to us are potential board members with fundraising, community outreach, and business experience.

Our active, dynamic board governs and guides the organization, which includes an executive director and ten staff members, with over 100 properties and more than 6,600 acres of conserved land.

BOARD MEMBER POSITION DESCRIPTION

The CLT board is a governing and fundraising board. The culture of the board is to be active and collegial in guiding the organization. Board members lead the board committees, prepare for and participate in monthly board meetings, and undertake board work suitable to their available time and skills.

The Board meets the fourth Monday of the month, 9 months of the year, in the evening, either in person or online. There are two board retreats, one the first Friday in May and one the last Friday in October. No board meeting in November. Committees meet monthly or bimonthly at a time of their choosing, usually online.

Time Commitment and Activities

- Approximately 8-10 hours per month (more or less depending on individual commitments).
- Attend board orientation and training sessions.
- Attend board meetings, committee meetings, and board staff retreats.
- Complete assignments and prepare for meetings.

Participation

- Participate in board fundraising activities and make a financial contribution that matches your financial circumstances.
- Participate in board meetings.
- Serve on at least one committee.
- Participate in the on-going tasks of the board.
- Act as an advocate for the organization to the public.
- Take initiative and a leadership role in at least one committee or project.
- Recruit new supporters for Capitol Land Trust.

Knowledge and Preparation

- Educate yourself on the organization's purpose, history, and needs.
- Keep current on the outside trends affecting this organization.
- Keep current on the role and responsibility of board involvement.
- Regularly review financial information and accept fiduciary responsibility as a board member.