

Internet Society Board of Trustees Job Description

Position

The Board of Trustees supports the work of Internet Society and provides mission-based leadership and strategic governance. While day-to-day operations are led by Internet Society's chief executive officer (CEO), the board-CEO relationship is a partnership, and the appropriate involvement of the board is both critical and expected.

The Board of Trustees is composed of 13 voting trustees, four of whom are elected by Internet Society organization members, four elected by Internet Society chapters, four selected by IETF, and one selected by the Board of Trustees. All trustees serve as fiduciaries of the Internet Society regardless of which constituency elected or appointed them.

Responsibilities of the Board

As the highest leadership body of the organization and to satisfy its fiduciary duties, the board is responsible for:

- Determining the mission of the organization and understanding its collective purpose
- Strategic and organizational planning
- Selecting, supporting, and evaluating the performance of the chief executive and other members of the executive team
- Ensuring strong fiduciary oversight and financial management
- Fundraising and resource development
- Approving the organization's programs and services
- Enhancing the organization's public image
- Assessing its own performance as the governing body of the organization
- Ensuring legal and ethical integrity

Responsibilities of Individual Board Trustees

Leadership, Governance and Oversight

- Know the organization's mission, policies, programs, and needs, as well as understand its collective purpose
- Read and understand the organization's financial statements
- Read and understand the board materials in advance of meetings



- Prepare for, attend, and conscientiously participate in board meetings
- Participate fully in one or more committees or task forces
- Serve as active advocates and ambassadors for the organization
- Ensure Internet Society's commitment to a diverse board and staff that reflects the communities Internet Society serves
- Engage in learning opportunities to better understand the community the Internet Society serves
- Respect the experiences of all who bring their voices and lived experiences into the boardroom and the organization

Fundraising

- Help identify potential donors that can benefit the organization's fundraising and reputational standing
- Fully engage in identifying and securing the financial resources and partnerships necessary for the organization to advance its mission
- Give a personal donation commensurate with their capacity in order to meet the goal of 100 percent of Board Trustees donations

Other Responsibilities of the Board

- Uphold the legal duties and laws regarding nonprofit governance
- Follow the organization's bylaws, policies, and board resolutions
- Sign an annual conflict of interest disclosure and update it during the year, if necessary, as well as disclose potential conflicts before meetings and actual conflicts during meetings
- Maintain confidentiality about all internal matters of the organization

Qualifications

This is an extraordinary opportunity for an individual who is passionate about Internet Society's mission and who has a track record of board leadership. Selected trustees will have achieved leadership stature in business, government, philanthropy, and/or the nonprofit sector.

Ideal candidates will have the following qualifications:

- Extensive professional experience with significant executive leadership accomplishments in business, government, philanthropy, and/or the nonprofit sector



- A commitment to and understanding of Internet Society's beneficiaries
- Solid experience or knowledge in at least several of these Internet areas is desired but not required:
 - Internet standards
 - Internet operations
 - Public policy and governance for the Internet or telecommunications
 - Internet technology and business development
- Ability to read and understand financial statements

Potential candidates should review the Internet Society's [Conflict of Interest Policy](#) to ensure personal interests will not conflict with the conduct of duties as a trustee.

Service on Internet Society's Board of Trustees is without remuneration, except for administrative support, travel, and accommodation costs in relation to trustee duties.