



BOARD OF DIRECTORS: ROLES & RESPONSIBILITIES SUMMARY

The San Francisco Bicycle Coalition's Board's work is focused largely on fundraising, strategic planning, and general governance issues for the organization. The Board is comprised of up to 15 members with a variety of professional experience and skills, who have been active SFBC members and volunteers for some time. In addition to the minimum responsibilities outlined below, our Board members also volunteer on group rides, key member and public events, and many other ways.

Minimum Requirements and Contributions

- In-person attendance at regular board meetings (average 8–9 per year, Tuesdays, 6:30–8:30pm)
- Attendance at special meetings as needed (in-person and/or via conference call)
- Participation in 2–3 board committees, which meet 4–12x / year depending
- Annual Board Retreat participation (usually January or February, on a Saturday)
- Golden Wheel Awards ticket purchase (summer evening)
- Winterfest party attendance (fall/winter evening)
- Host or attend fundraising “house parties,” minimum of two (usually weekday evening)
- Be a major donor: minimum annual contribution and/or event sponsorship totaling \$500+.
- Additional fundraising: attending major donor pitches with staff, calling past and new donors to secure event sponsorship (May/June) and end-of-year contributions (December) – both also involve writing person notes/cards to donors.
- Being a current and active member (volunteering a plus)
- Being a bike rider for everyday transportation and/or recreation
- Being a stand-out and stand-up SFBC member to the public (daily)
- *NOTE: Most Board members typically average 2–3 hours/week of time commitment for the above, some seasons are busier for some committees*

In addition to the baseline skills and commitment requirements outlined above, the Board is especially interested in nominees that also possess any of the following skills and experience:

- Strategic plan development
- Fundraising / development
- Existing networks and experience in the technology sector
- Representation in the city's southern neighborhoods
- Real estate, development, construction, built environment
- Non-profit management and/or other board experience