OWOSSO MAIN STREET

POSITION DESCRIPTIONS
OMS BOARD AUTHORITY MEMBER
JOB DESCRIPTION
COMMITTEE: OMS Board
SUPERVISOR: OMS Board Chairman
JOB TITLE: OMS Board Member
TERM: Four Year

DESCRIPTION

Collectively, the Board of Directors assumes legal and philosophical responsibility, and establishes policy, for all activities of the Main Street Program. Board members provide leadership for the program, raise operating and capital funds, participate in committee assignments, and serve as advocates of downtown revitalization. Board members represent the larger view of why downtown revitalization is crucial for the entire community. Board members should demonstrate interest in the Main Street Program's purpose and goals, and have specific experience in or knowledge of administration, finance, program development, advertising, pub-lic relations, downtown business activity, communications, design, or economic development.

DUTIES

An OMS Board Authority Member is responsible for:

1.) Attend a half-day Board Member Orientation.
2.) Attend the monthly Board of Directors meetings, missing no more than two meetings per year.
3.) Serve on a Committee and attend Committee meetings.
4.) Oversee planning and fiscal control for the Main Street Program and Program.
5.) Ensure that objectives and activities are consistent with the Program's goals and objectives.
6.) Review Program plans and budget, and evaluate Program effectiveness.
7.) Advocate for the Main Street Program.
8.) Ability and willingness to raise monies for operation of the program.
9.) Attend state Main Street events such as leadership meetings, awards programs and/or conferences.

Qualifications

Commitment to the Owosso Main Street Program and the National Main Street Program, effective leadership and management skills, ability to work with a wide variety of people, a basic understanding of volunteer recruitment and management, team building, and meeting management skills.

Time Commitment

Each OMS Board Authority Member should be willing to commit 4 – 10 hours per month, excluding meetings.