

Job Description: ACEL Executive Board Member

Updated 7.29.23



Expectations of the Executive Board

The purpose of the Association of Christian Educators of Louisiana is to bring honor and glory to the name of our Lord Jesus Christ, through athletic and academic competition, to protect the Christian bond of our Member Organizations, to promote pure, amateur athletic sports, and to foster Christian leadership and fellowship among our students. The vision of the ACEL is to encourage Christian growth through physical, emotional, technical and spiritual excellence.

As the highest leadership body of the ACEL, the Executive Board is responsible for:

- Embracing and furthering the purpose and vision of the organization
- Selecting and evaluating the performance of the executive director
- Strategic and organizational planning
- Fiduciary oversight and financial management
- Fundraising and resource development.
- Approving and monitoring ACEL rules, procedures, and policies
- Enhancing the organization's public image
- Assessing its own performance as a governing body of the organization.

Expectations of Individual Board Members

Each individual board member is expected to:

- Know the ACEL's purpose, policies, programs and needs
- Follow the organization's bylaws and policies
- Serve as active advocates and ambassadors for the ACEL
- Faithfully read and understand the organization's financial statement
- Leverage connections, networks, and resources that can benefit the ACEL's fundraising and reputational standing
- Prepare for, attend, and conscientiously participate in board meetings
- Participate fully in one or more committee
- Disclose potential conflicts of interest before meetings
- Maintain confidentiality about all internal matters of the ACEL.

Other Requirements

Board Meetings—Regular Executive Board meetings for 2023-24 are as follows: August 5, 2023, in-person meeting requiring 6-8 hours; December 2, 2023, virtual meeting requiring approximately 4 hours; March 2, 2024, virtual meeting requiring approximately 4 hours; June 1, 2024, in-person meeting requiring about 8-10 hours.

In addition, the board meets virtually as needed to consider member appeals, investigate compliance issues, or to handle other issues of immediate concern. Many of these meetings are short notice and a quorum of board members in attendance is required. The Executive Board will also consider a number of issues via email during an academic year.

TO APPLY: Email your resume along with an explanation of why you want to serve on the ACEL Executive Board to admin@theacel.com.

Applications shall be accepted until noon December 1, 2023 for review by the Executive Board on December 2, 2023.