

March 2024

DuPont Historical Society: Board of Directors position description

The DuPont Historical Society is searching for volunteers to serve on our Board of Directors. An interest in our mission – *to preserve, interpret, and promote the historical heritage of the City of DuPont and surrounding areas for present and future generations* – is key. Help us share history!

The Board is the core legal governing body, responsible for the health of the organization. Board members plan and operate several fundraising events and educational programs throughout the year, and the Historical Society collaborates with the City of DuPont museum coordinator to operate the museum. Find more about us and our work at www.dupontmuseum.com

The commitments and activities of a Board Member include:

- Having enthusiasm for local history and the mission of the organization
- Completing 2-4 hours of self-paced training (e.g., “Boards in Gear” from Nonprofit Assoc of WA) to learn and understand the board’s governance roles
- Meeting the nonprofit [fiduciary duties \(Care, Loyalty and Obedience\)](#)
- Volunteering for minimum 2-3 hours per month for Historical Society activities (including board meetings, reviewing documents, attending events, etc.)
- Mandatory Historical Society membership (renewed annually)
- Attending at least 7 of the 10 regular board meetings each year, and providing advance notice of absence
- Participating on one or more committee or special project (Cherry Blossom Tea, 4th of July, Spooky Stories, membership drive, Dynamite Train, strategic plan, etc.)
- Expected availability for at least 24 months (term of service is 36 months and renewable or transferrable)
- Identifying potential board candidates and sharing responsibility for filling officer positions
- Completing a criminal background check and signing required policy documents
- Serving as mentor to a new Board Member, as needed

We believe everyone brings their own valuable skill set to the table, and we would love to learn about you. Many tasks, including board meetings (usually third Monday at 7:00 pm each month), can be conducted remotely.

The [Volunteer Interest Form](#) is available at www.dupontmuseum.com. Thank you!