



OFAH MEMBERSHIP

Hunt. Fish. Conserve.

DIRECTOR EXPECTATIONS

(Excerpts taken from the OFAH Membership Governance Manual.)

Terms

Directors are elected by the members at the Annual Meeting for a two (2)-year term, beginning from the date of the meeting at which they are elected and ending at the close of the second Annual Meeting following their election; or until their successors are elected.

A director not elected for an expressly stated term (e.g., mid-term vacancy) shall hold office only until the close of the first Annual Meeting following their election.

Term Limits

Directors may be re-elected for successive terms up to a maximum of five (5) two-year terms, totaling ten (10) consecutive years of service (By-law Section 7.05). After serving the maximum consecutive term, a director must step down for a minimum of one (1) year before becoming eligible for re-election.

In extenuating circumstances, the Board may approve one (1) additional term beyond the ten-year limit without requiring the one-year break in service. The rationale for such extensions must be documented by the Board and made available to the members upon request.

Time Commitment and Availability

Directors will dedicate the time required to fulfill all responsibilities, which includes not only Board and committee meetings but also preparation time, events, and organizational support as needed. A director is expected to communicate proactively with the Board Chair if availability becomes limited or responsibilities cannot be met.

Remuneration

All directors serve in a volunteer capacity and are not financially compensated for their time or service but may be reimbursed for reasonable expenses (By-law Section 7.13).

Director Development and Self-Improvement

Directors will participate in orientation and onboarding for new directors when first joining the Board. They are expected to engage in ongoing training or development related to governance, sector issues, or board best practices as opportunities are presented. Directors are required to fully participate in board self-assessment and performance evaluations and use results to inform personal board development.

Succession and Transition Support

Directors are expected to assist in recruiting and mentoring new directors, especially those with needed skills or representing underrepresented groups, to help prepare for smooth transitions by maintaining continuity and sharing institutional knowledge where appropriate.

Board Meetings

Directors are expected to actively and consistently contribute to the effectiveness of the Board through diligent preparation, attendance, and participation in all Board and applicable committee meetings. These expectations support the Board's fiduciary, strategic, and generative responsibilities and uphold a culture of professionalism, accountability, and collaboration.

Meeting Preparation

Directors are responsible for coming to each meeting well-prepared and informed. This includes:

- **Reviewing meeting materials** in advance of each Board or committee meeting, including agendas, minutes, financial reports, briefing notes, and any other pre-read materials.
- **Seeking clarification** from the Executive Director or Board Chair before the meeting on any unclear materials or matters requiring further explanation.
- **Bringing informed perspectives** to the meeting that reflect both personal expertise and an understanding of the organization's strategic and operational context.
- **Staying informed** on issues affecting the organization, including developments in the outdoor, hunting, and fishing communities; conservation policy; and nonprofit governance best practices.

Attendance and Punctuality

Active participation begins with consistent attendance. Directors are expected to:

- **Attend all scheduled Board meetings**, including special or emergency meetings, unless an unavoidable conflict arises.
- **Join meetings on time** and remain for the full duration, whether in-person or virtual.
- **Notify the Board Chair or designate in advance** if unable to attend or if arriving late/leaving early.
- **Participate in all relevant committee meetings** to which the director is assigned.

Note: Repeated absences or chronic lateness may be addressed by the Board Chair and, if necessary, by the full Board, in accordance with OFAH Membership bylaws and governance practices.

Active and Respectful Participation

Directors are expected to contribute meaningfully to discussions and decisions. This includes:

- **Engaging thoughtfully** in discussions by asking relevant questions, offering insights, and constructively challenging assumptions or recommendations.
- **Listening actively and respectfully** to others, valuing diverse perspectives, and avoiding dominating conversations.
- **Maintaining confidentiality** and speaking with one voice once decisions are made, regardless of individual positions during discussion.
- **Acting in the best interests of OFAH Membership** at all times, not representing personal, professional, or regional interests unless specifically asked to provide that perspective.
- **Contributing to an environment of trust**, collaboration, and integrity where robust debate is encouraged and managed professionally.

Between Meetings

Directors are expected to:

- **Remain engaged and responsive** between meetings, including replying promptly to Board-related emails and communications.
- **Follow up on action items** assigned to them in a timely manner.
- **Represent the organization** positively in the community, helping to support OFAH Membership's visibility, credibility, and member engagement.

Serving on Board Committees

Directors are expected to serve actively on at least one Board committee as appointed. They should prepare for and participate fully in committee meetings, contributing to the work of the committee.

Director Ambassadorship and External Engagement

Directors serve not only as stewards of governance within the physical or virtual boardroom but also as visible and trusted representatives of the organization in the broader community. In this capacity, directors are expected to act as ambassadors and champions for OFAH Membership's mission, values, and strategic priorities.

Purpose of the Ambassadorial Role

The effectiveness and reputation of OFAH Membership depends in part on the strength of its public profile and the ability to engage members, stakeholders, partners, and the general public. As ambassadors, directors help build relationships, promote awareness, and reinforce the organization's leadership in conservation, angling, hunting, and outdoor advocacy.

Key Expectations

1. Promote the Mission and Values of OFAH Membership

- Uphold and communicate the organization's vision, mission, and values in public and professional settings.

- Speak positively and knowledgeably about OFAH Membership's programs, priorities, and achievements.
- Represent the organization with integrity and respect in all interactions, whether formal or informal.

2. Act as a Connector and Advocate

- Identify and foster relationships with potential supporters, partners, donors, or advocates.
- Help connect OFAH Membership staff and leadership with individuals or organizations that may contribute to the advancement of its mission.
- Support government relations, public awareness efforts, and community outreach where appropriate.

3. Support Member Engagement and Recruitment

- Attend and participate in OFAH Membership events, zone meetings, and member gatherings when possible.
- Help strengthen relationships with grassroots members, clubs, and zone leaders by listening to feedback and promoting two-way communication.
- Encourage membership recruitment and renewal in personal and professional networks.

4. Demonstrate Personal Commitment

- Be informed about major issues, campaigns, and organizational developments so that messages conveyed externally are current and accurate.
- Share OFAH Membership content through appropriate channels (e.g., social media, newsletters, conversations).
- Attend community events or initiatives as a representative of OFAH Membership when appropriate and invited.

5. Maintain Consistency and Alignment

- Ensure that any public commentary made in a personal capacity does not conflict with or undermine OFAH Membership's policies, public positions, or decisions of the Board.
- Refer to the Executive Director or President for official media statements or advocacy messages, unless delegated otherwise.

Support and Resources

OFAH Membership provides Directors with key messages, briefing documents, and other resources to help them speak confidently and accurately about the organization's work. Directors are encouraged to seek guidance from staff or leadership when preparing for external engagements or responding to questions on sensitive topics.

Why It Matters

Being a good ambassador strengthens OFAH Membership's visibility, credibility, and community reach. When directors demonstrate public support and engagement beyond the boardroom, it reinforces the organization's values and extends its impact.