

LAKELAND PUBLIC TELEVISION JOB DESCRIPTION

MEMBER OF THE BOARD OF DIRECTORS

Function

A member of the Board of Directors for Lakeland Public Television is responsible for providing governance to the corporation, representing it to the community, and accepting legal accountability for its operations.

Duties and Responsibilities

- Prepare for Board meetings by reading distributed material such as agendas, minutes, reports, and other documents in order to actively participate in their proceedings.
- Contribute skills, knowledge, and talents to the work of the Board and station.
- Foster positive working relationships with other Board members and station staff.
- Maintain knowledge of the current programs and staff of the station.
- Keep up to date with issues and trends that affect the corporation and public television.
- Maintain the confidentiality of any information given to the Board.
- Understand and monitor the corporation's financial affairs.
- Annually review and approve the corporation's budget.
- Serve as an advocate for Lakeland Public Television.
- Seek increased financial support for the corporation.
- Annually approve the performance review of the President / CEO and establish his/her compensation.
- Approve appropriate compensation and benefit policies and practices for staff.
- Institute a fair system of policies and procedures for human resources management.
- Take initiative and provide leadership.

Qualifications and Requirements

- Commitment to the vision and mission of Lakeland Public Television.
- Attend all regular and special Board meetings and the annual meeting.
- Serve on at least one committee and actively participate in the meetings and work of the committee.
- Prepare for and participate in the discussion and deliberations of the Board.
- Maintain current membership in Lakeland Public Television.
- Attend a three-hour orientation session for new Board members at the beginning of the first term.
- Devote approximately five hours per month to corporation activities.

Term

Board members shall be elected for three-year terms. No member shall serve more than two consecutive three-year terms.