



PHRF NW Director – Job Expectation

Organization: Pacific Handicap Racing Fleet of the Northwest

Administrator: Board of Directors **Date of Adoption:** 013116

Adopted By: Board of Directors **Date of Revision:**

Reports to: Board of Directors

- The Board of Directors determines the organization's mission and purpose. It provides governance to the organization, represents it to the community, and accepts the ultimate legal authority for it. The management of the Corporation is vested in its Board of Directors. The Board establishes policy concerning the operation and affairs of PHRF NW. Only active Class B members may serve as Directors. This is a volunteer position.
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- Attend Board and related meetings. When attendance is not possible, identify and prepare an alternate Director.
- Elect the President and the Corporation's Officers.
- Approve selection of the Chief Handicapper.
- Support the President and review his or her performance.
- Review and approve an annual operating budget.
- Establish the amount of member dues to ensure adequate funding in support of the budget.
- Approve selection of the Business Manager, and approve the annual contract
- for that individual.
- Determine and Monitor the Organization's Programs and Services.
- Enhance the Organization's Public Image.
- Serve as a Court of Appeal for PHRF NW Members.
- Assist Individual Club Handicappers as needed.
- Promote PHRF NW Membership at the Yacht Club Level.
- Approve/disapprove proposed policy/Bylaw additions, deletions or changes.