

# CCTA BOARD OF COMMISSIONERS

## JOB DESCRIPTION

The role of the CCTA Board Commissioner is vital to the success and mission of the organization. CCTA Commissioners are expected to actively participate in their responsibilities of financial management and oversight and policy making for the organization. To assist Board members in understanding their role and responsibilities, this CCTA Board member job description was developed.

### LEGAL RESPONSIBILITIES:

- Work to ensure that all actions of CCTA are in accordance with its bylaws and applicable governmental laws
- Oversee the finances of the Authority and protect the financial interests of its members

### TRANSIT KNOWLEDGE:

- Ride at least one CCTA bus a year
- Understand the range of services CCTA offers
- Pursue professional development opportunities for non-profit board members

### PARTICIPATION:

- Prepare in advance for all Board meetings
- Attend at least 75 percent of regularly scheduled Board Meetings each year
- Actively participate in one Board standing committee

### AMBASSADOR:

- Be an informed spokesperson for the organization
- Regularly communicate with the appointing community and its leaders
- Actively educate community and stakeholder groups on CCTA's goals, new services, activities, etc.

CCTA Board members will go through an evaluation process annually that will measure their performance against this job description.