



Position Description

President

Organization

Albuquerque Pride, Incorporated. In 1976 the lesbian, gay, bisexual, transgender, intersex, and queer/questioning community held the first LGBTIQ march. After many years of marches and parades, Albuquerque Pride, Inc. became a non-profit organization in 1996 and created the first PrideFest celebration. Our mission is to strengthen and affirm the lesbian, gay, bisexual, transgender, intersex, and queer/questioning community by offering education, outreach and advocacy through production of quality events.

Position

This is an executive board position for a three year term and can be elected for consecutive terms. The next election for president is held in **August 2020**. Position Elect is mentored by the current president starting September first of the election year until they officially take the position on January 1st of the following year. Position takes an average of 3-4 hours a week.

The board president of a non-profit organization is accountable for leading the members of the board and making sure that the mission and vision of the organization are achieved. Understanding the elements of the job helps bring about success.

The president is expected to review and understand the organization's articles of incorporation and by-laws, policies and procedures, financial and legal situation and strategic plan. The president speaks in public on behalf of the organization and advocates for the cause. By modeling appropriate behavior, the president sets high standards for board conduct and intervenes if conflicts of interest or confidentiality issues arise.

Responsibilities

- Attend all board meetings in accordance with Albuquerque Pride's by-laws. Attendance is important to our success.
- Serve as the chair of any committee formed by this position.
- Provide a committee progress report to the board of directors.
- Enforce or reassign implementation of resolutions, plans of action, or other corporate activities.
- Oversees board and executive committee meetings.
- Appoint and remove, employ and discharge and fix the compensation of all servants, agents, employees and clerks of the organization other than the duly appointed officers. This power is subject to the review and approval of the board of directors.



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- Works in partnership with the Secretary to make sure board resolutions are carried out.
- Calls special meetings if necessary.
- Assists the Secretary in preparing an agenda for board meetings.
- Assists Secretary in conducting new board member orientation.
- Works with the governance committee to recruit new board members. Will work directly with the board of directors if there is not a governance committee.
- Acts as a spokesperson for the organization and as a link to the community.
- Periodically consults with board members on their roles and helps them assess their performance.
- Ensures that management tools are developed and implemented.
- Work closely with while not micromanaging the staff.
- Present at each Annual General Meeting a report of the business condition of the organization.
- Enforce the organization's bylaws and perform all the duties incident to the position and office.

Qualifications

The president will be thoroughly committed to Albuquerque Pride's mission. All candidates should have proven leadership, coaching, and relationship management experience. Concrete demonstrable experience and other qualifications include:

- Must have served on the Albuquerque Pride Board for two years prior to the election. The vote will be available to current executive board members that meet that requirement. If there are no candidates from the current executive board then the vote will be open to board members that meet that requirement. If there are no candidates from the board members then the vote will be open to all applicants.
- Prefer 5 years of management experience; track record of effectively leading performance- and outcomes-based results; ability to take an organization to the next stage of growth.
- Unwavering commitment to quality programs and special events.
- Excellence in organizational management with the ability to coach staff, manage, and develop high-performance teams, set and achieve strategic objectives, and manage a budget.
- Past success working with a board of directors with the ability to cultivate existing board member relationships.
- Strong marketing, public relations, and fundraising experience with the ability to engage a wide range of stakeholders and cultures.
- Strong written and verbal communication skills; a persuasive and passionate communicator with excellent interpersonal and multidisciplinary project skills.
- Action-oriented, entrepreneurial, adaptable, and innovative approach to business planning.
- Ability to work effectively in collaboration with diverse groups of people.
- Passion, idealism, integrity, positive attitude, mission-driven, and self-directed.
- Passionate about Albuquerque Pride's mission and able to promote and communicate the philosophy, mission and values of Albuquerque Pride to external and internal stakeholders.