

San Diego County Bicycle Coalition
Board Member Candidate Qualifications and Procedures

Mission: The San Diego County Bicycle Coalition (SDCBC) advocates for, and protects the rights of, all people who ride bicycles. We promote bicycling as a mainstream, safe, and enjoyable form of transportation and recreation.

BOARD ELECTIONS

Typically, Board Members are elected to a 2-year term by a vote of the membership at our Annual Meeting, held annually in November. However, current vacancies can be decided by the seated Board of Directors. New members selected by the Board will begin their terms immediately in March 2024. The term will be from March 2024 through the end of 2025. Existing Board members may decide to run for re-election.

HOW TO APPLY

1. Applicants must review the requirements and accept the responsibilities of serving on the Board (see below).
2. Candidates write a statement of qualifications addressing the six qualifications below, showing how they meet the qualifications of serving on the SDCBC board.
3. Candidates send a short bio and photo.
4. Candidates send the statement of qualifications and bio/photo to the Governance Committee Chair at katiecrist1@gmail.com no later than February 29th, 2024.

APPLICATION PROCESS AND TIMELINE

- After the deadline to submit applications passes, the SDCBC Governance Committee will review candidates and provide recommendations to the Board of Directors.
- Profiles and photos of each qualified candidate will be provided to all Board members.
- Voting will take place by the Board of Directors at our March meeting.
- The new members will immediately join the Board of Directors.

[Responsibilities of the Board](#)

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As the highest leadership body of the organization and to satisfy its fiduciary duties, the board is responsible for

- determining the mission of the organization and understanding its collective purpose
- selecting, supporting, and evaluating the performance of the Executive Director
- strategic and organizational planning
- ensuring strong fiduciary oversight and financial management
- fundraising and resource development
- approving and monitoring the organization's programs and services
- enhancing the organization's public image
- assessing its own performance as the governing body of the organization
- ensuring legal and ethical integrity

Responsibilities of Individual Board Members

Each individual board member is expected to:

- know the organization's mission, policies, programs, and needs as well as understand its collective purpose.
- faithfully read and understand the organization's financial statements and board materials in advance of meetings
- serve as active advocates and ambassadors for the organization's mission
- fully engage in identifying and securing the financial resources and partnerships necessary for the organization to advance its mission
- leverage connections, networks, and resources to develop collective action to achieve the organization's mission

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- give a meaningful personal financial donation (currently a minimum of \$250 or equivalent hours at \$10 per hour)
- help identify personal connections that can benefit the organization's fundraising and reputational standing, and influence public policy
- prepare for, attend, and conscientiously participate in board meetings
- participate fully in one or more committees
- engage in learning opportunities to better understand the community we serve
- respect the experiences of all who bring their voices and lived experiences into the boardroom and the organization

QUALIFICATIONS

Candidates should address each of the 6 qualifications in their statement. A description of each qualification is provided below.

1) Commitment to the SDCBC Mission

The Board of Directors of the San Diego County Bicycle Coalition should be composed of persons who understand and embrace the Coalition's Mission and Vision for the County.

Vision Statement: San Diego is the most bicycle friendly region in the world. Our culture, neighborhoods, and streets are re-designed to foster bicycling as an everyday activity for transportation and recreation. The region's comprehensive approach to transportation policy and design regards the bicycle as a genuine mode of transportation, removing obstacles and empowering all people to choose to ride whenever and wherever they like. San Diego County has a connected network of safe, convenient bike facilities and proper, secure end of trip accommodations. Encouraging good roadway behaviors through education programs fosters understanding and respect for all modes of transportation. The San Diego County Bicycle Coalition represents and engages all people of ethnic, economic, and cultural diversity.

As leaders, our commitment is to listen and learn, define standards and share best practices to engage diverse communities and build a powerful, unified voice. Directors should be knowledgeable about the issues facing our world to

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provide insights into how the bicycle can be utilized to address them. For the Board to be effective, members must be willing to demonstrate their commitment to the mission through regular attendance of board meetings, and active participation in one or more board committees, fundraising, and volunteer opportunities.

2) **Membership and participation in SDCBC activities and programs**

Membership in SDCBC is a minimum qualification. Additional factors to be considered include: length of membership, attendance at Coalition-sponsored events, participation at the San Diego Bicycle Summit, completion of relevant training, and/or volunteer service on a Coalition Committee. High qualification is many years of ongoing participation in the Coalitions' activities.

3) **Service experience as a leader in a non-profit or business organization**

There are two components to this qualification: volunteer service and leadership. We prefer prior service with a non-profit or for-profit board and/or a senior leadership position at a non-profit or for-profit organization. A high qualification would entail a history of board service including leadership positions in regional, state, or national non-profit organizations.

4) **Professional level skills in a field of use to the Board and SDCBC**

The Board is responsible for the following to maintain a sustainable and robust organization. To fulfill these responsibilities, board members with the following professional skills are desired. Minimum qualification is experience in one of the areas below. High qualification is proven expertise in one or more of these skill areas.

- Fundraising
- Advocacy, particularly in a local or state bicycle or mobility group
- Board and staff development
- Community Outreach
- Diversity, Equity and Inclusion
- Communications
- Education
- Executive recruiting
- Finance
- Human resources
- Law
- Management
- Marketing

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- Strategic planning
- Public policy development and/or urban planning, especially in the realm of active transportation

5) Personal and professional character

Ideal candidates will possess the following qualities:

- Integrity: Demonstrating zero tolerance for unethical behavior, both for themselves and their colleagues.
- Independence: Having no unique business, financial or personal relationships—or hoped-for-relationships—that create even the perception of a conflict of interest.
- Mature Confidence: Speaking out and actively participating in board and committee deliberations.
- Corporate Manners: Recognizing the difference between productively participating in discussions and counter-productively dominating deliberations through the volume or length of comments. Must be able to work with other members to create workable compromises.
- A Sense of Context: Making relevant, informed comments focused on the specific aspect of the issue being considered. Must be able to stay on topic.
- Courage: Willingness to do the right thing/make the right decision even if it is difficult or unpopular (i.e., no fence sitting).
- Commitment: Understanding that being an effective board member requires the time, the heart, and the standards to make the enterprise successful.

Candidates may be asked to provide references. A high qualification would be references from a variety of sources demonstrating a number of these qualities.

6) An ability and willingness to bring resources to SDCBC

As a non-profit organization, SDCBC depends upon funding from a variety of sources to execute its valuable programs. In addition to giving their valuable time and insight, the Board leads by example by being a 100% giving board. Every Board member is expected to:

- Provide financial contributions commensurate with their individual ability. At a minimum, board members are expected to make an annual contribution of

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\$250 or donate a minimum of 10 hours of their time. This contribution can be made on behalf of a Board member.

- Actively engage in fundraising activities, and introduce and expand connections with potential donors, business and political leaders, and other sources of support for the Coalition.