

Board of Governors/Board of Directors Position Descriptions

PRESIDENT-ELECT	TREASURER-ELECT	SECRETARY	OTHER ELECTED MEMBERS OF THE BOARD OF GOVERNORS
Elected by D.C. Bar members (3-year commitment)	Elected by D.C. Bar members (3-year commitment)	Appointed by the President from among the elected Board members (1-year commitment)	3-year commitment (up to 2 consecutive 3-year terms)
Serve on the D.C. Bar Board of Governors and the D.C. Bar Pro Bono Center Board of Directors			
Attend up to 8 regular meetings per year (typically 2nd or 3rd Tuesday of the month)			
Serve on one or more Board Committees			
Year 1 (President-Elect)	Year 1 (Treasurer-Elect) - Non-officer	Draft the minutes of the meetings for approval by the Board at the next meeting Receive nominations for Board elections Call special meetings pursuant to the Bylaws	
Serve as a member of all Board and Bar committees, unless otherwise provided in the Bylaws or other rules	Perform the duties of the Treasurer during any absence or temporary disability of the Treasurer, and, at the expiration of the one-year term of office of the Treasurer, succeed to the office of Treasurer		
Perform the duties of the President during any absence or temporary disability of the President, and, at the expiration of the one-year term of office of the President, succeed to the office of President	Year 2 (Treasurer) -Officer		
	Report at BOG/BOD meetings on the Bar's and PBC's financial condition		
Year 2 (President)			
Preside at all meetings of the Bar and of the Board of Governors	Work with the Treasurer-Elect to help prepare them for their year as Treasurer		
Serve as a member of all Board and Bar committees, unless otherwise provided in the Bylaws or other rules	Year 3 (at-large Board Member)	For more information about serving on the Board of Governors/Board of Directors, please contact Crystal White, Board and Committee Liaison, at cwhite@dcbar.org.	
Year 3 (Immediate Past President)	Remain on the Board as an at-large member for the fiscal year following their year of service as Treasurer		
Serve as Immediate Past President for the fiscal year following their year of service as President	Serve as resource to Treasurer		