

# APPLY FOR A POSITION ON THE USBC BOARD OF DIRECTORS

## PHILOSOPHY

Nominations for the United States Bowling Congress (“USBC”) Board of Directors shall be determined by the Nominating Committee. The Committee is dedicated to ensuring the board’s expertise aligns with the Mission and Vision of the USBC and in accordance with its bylaws.

## BOARD MAKEUP

We will strive to select without regard to race, color, religion, national origin, or sex, with reasonable representation on the Board of both males and females.

The USBC Board of Directors consists of a diverse group of up to 25 people from a cross section of the sport. They include board members elected by the delegates, athletes, youth committee representatives and proprietors. Together, these people set the strategic direction for the future of the organization. Board members must be USBC members and be at least 18 years old.

## TERM & TIME COMMITMENTS

- Three (3) year term
- Three (3) terms maximum
- At least three board meetings each year, two to three weekend days each
- Convention week, one week in the spring
- May be assigned to one or more committees
- Meetings are on weekends
- Number of times per year varies from one to three.

## BOARD MEMBER JOB DESCRIPTION

**POSITION TITLE:**  
USBC Board Member

### POSITION SUMMARY:

The United States Bowling Congress (USBC) is a corporation, an amateur organization for our membership and the National Governing Body for the Sport of Bowling in the United States. USBC Board members oversee the organization to ensure we have standardized rules, regulations and benefits to make bowling fair and fun for everyone.

All USBC Board members must have a general understanding of the structure and function of a non-profit corporation. USBC Board members are primarily responsible for maintaining a full situational awareness of the health of the organization, including creation and oversight of the strategic plan, financial assessment and adherence to the mission statement.

### REPORTS TO:

USBC President and USBC Board of Directors

### SUPERVISES:

Indirectly supervises the USBC Executive Director

### DUTIES & RESPONSIBILITIES:

The duties and responsibilities include, but are not limited to the following:

- Discharge duties as outlined in the USBC National Bylaws (Article IV, Section E), and as assigned by the USBC President, USBC Board and/or a USBC Committee.
- Understands the legal environment in which USBC operates as a corporate entity.
- Be familiar with the governance and internal staffing structure of USBC.
- Be prepared to adapt.

### MEETINGS

- Attend USBC Board meetings.
- Attend USBC Convention and Annual Meeting.
- Be available for Board conference calls.



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### DUTIES & RESPONSIBILITIES (continued)

- Read material provided (ex: agenda and financials) and be prepared to engage in subsequent discussion
- Ask questions and/or seek additional information.

### GENERAL

- Comply and adhere to USBC Rules and Regulations.
- Possess working knowledge of USBC Bylaws, Rules, and other applicable policies.
- Become knowledgeable concerning the duties of Directors as set forth in the ABA Guidebook for Directors of Nonprofit Corporations, Second Edition.
- Exercise independent judgment in making decisions that serve the best interests of the corporation.
- Support USBC Board/Committee decisions independent of personal motivations.
- Sign and adhere to USBC's confidentiality agreement.
- Sign and adhere to USBC's conflict of interest agreement.

### COMMITTEE ASSIGNMENTS

- Be available for USBC Committees or Task Force assignments: in-person meetings and/or conference calls.
- Actively engage in regular communication with the Committee Chair and Staff Liaison.

### QUALIFICATIONS:

- Willingness to serve and represent the best interest of the organization.
- Have a general understanding of finances.
- Have a general understanding of a nonprofit organization.
- Excellent verbal and written communication skills.
- Strong organizational, multi-task management, analytical and problem solving skills.
- Ability to adapt and remain open-minded when faced with challenges.
- Diplomacy and ability to be effective in stressful situations.
- Experience working in a team environment.
- Successful completion of USBC's Registered Volunteer Program.
- General knowledge of Parliamentary Procedure.
- Have access to an e-mail account and the ability to respond promptly when necessary.
- Ability to travel.

### USBC MEMBERSHIP AND REGISTERED VOLUNTEER PROGRAM

All applicants must hold a current USBC membership. Those candidates advancing to the face-to-face interview must have gone through the Registered Volunteer screening program or be a current Registered Volunteer. Screening is at USBC's cost.

**FOR QUESTIONS CONTACT:** [Nominating.Committee@bowl.com](mailto:Nominating.Committee@bowl.com)  
Phone: (817) 385-8223  
(800) 514-BOWL, ext. 8223

**E-MAIL APPLICATIONS TO:** [Nominating.Committee@bowl.com](mailto:Nominating.Committee@bowl.com)

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