



## **What is Arlington Soccer Association's (ASA) Mission and Vision?**

**ASA Mission Statement:** The Arlington Soccer Association provides quality soccer programs and experiences for people of all abilities, backgrounds and financial means to encourage personal growth, promote a love for the game, and advance soccer in Arlington and surrounding communities.

**ASA Vision Statement:** Arlington Soccer Association will be an inclusive soccer organization that draws people to soccer. We are dedicated to continually developing our programs, activities, and facilities so participants have the opportunity to learn, have fun, and reach their full potential.

Over 9,000 children take advantage of ASA programs each year. ASA has an annual budget of just under \$5 million, has a full time Executive Director, and dedicated staff members that work at the ASA Office at 5210 Wilson Blvd in Arlington. In addition, ASA employs coaches, trainers, equipment managers and part-time youth workers.

## **What are the responsibilities of the ASA Board?**

The ASA Board has three core responsibilities:

- Set the direction for ASA: perform strategic thinking and planning, set mission and vision, and establish organizational values;
- Hire the ASA Executive Director and evaluate his/her performance annually; and
- Provide fiduciary oversight of ASA regarding financial, legal, and insurance risk management, measure progress on ASA's strategic plan, and monitor programs/services, adherence to ASA's mission and values.

Additional responsibilities include participating on and/or leading Board work committees, representing ASA at various events, advocating for the association in the context of critical issues facing ASA (e.g., field capacity).

## **How many Board Members are there?**

The ASA Board is comprised of eleven members: nine At-Large Members, the Chairperson of the Recreational Program Committee and the Chairperson of the Travel Program Committee. The executive committee is selected annually and consists of the President, Vice-President, Treasurer and Secretary.

## **How often does the Board meet?**

The Board meets once a month on the fourth Monday of the month. Monthly Board meetings do not represent the only work the Board conducts throughout the year. Board members actively



serve on committees, respond to Board Member requests for action electronically, and attend community meetings related to ASA business, activities, and other events.

## **How many Board Committees are there? What are they?**

There are six Board Committees. They are as follows:

- Community Outreach Committee
- Fields and Facilities Committee
- Fundraising Committee
- Human Capital Committee
- Risk Committee
- Finance Committee

## **What are the knowledge, competencies and skills needed to perform as an ASA Board Member?**

### General Knowledge

- Be familiar with ASA's mission, vision, values, and goals
- Understand the Board's role in proper stewardship of ASA
- Understand ASA's governance structure and policies
- Understand ASA's programs and services

### General Competencies

- **Strategic thinking:** Ability to keep the big picture in mind and not allow self or others to be caught up in minutiae; ability to think independently, grow in knowledge, and rely on data rather than opinions; ability to understand issues from different perspectives.
- **Communication:** Ability to articulate ideas, opinions, rationales, and comments in a clear, concise, and logical manner to address the needs of the audience; ability to achieve practical consensus in group discussions; ability to advocate for ASA.
- **Decision Making:** Ability to use logic and reasoning to identify issues as well as the strengths and weaknesses of alternative solutions, conclusions, or approaches to problems; ability to make informed decisions efficiently and take action when needed.
- **Collaboration-** Ability to cooperate and collaborate and builds consensus by intentionally listening and engaging in diverse perspectives; ability to interact with other board members in a group setting, both contributing to discussions, and valuing the contributions of all members.

### Specific Skills

- Additionally, for 2018, ASA is seeking candidates that have specific knowledge and experience in one or more of the following areas:



- **Community Outreach:** Knowledge, skill and experience in community relations and outreach, volunteerism and awareness of community trends and demographics.
- **Risk:** Knowledge, skill and experience in identifying, assessing and analyzing business and legal risks.
- **Marketing:** Knowledge, skill and experience in communicating the needs, interests and services of a business or program.
- **Finance:** Knowledge, skill and experience in financial accounting and reporting, tax strategy, and budget planning, forecasting and execution.

### **What are the expectations of an ASA Board Member? What is the commitment expected?**

It is expected that ASA Board Members will:

- Commit to the purpose, mission, and values of ASA.
- Act ethically in accordance with the values of ASA.
- Avoid conflicts of interest.
- Understand the need to base decisions on what is good for ASA, rather than what is best for a particular constituency.
- Accept accountability for group decisions so that the Board speaks with one voice.
- Devote the time necessary for Board work, including actively serving on committees, attending Board meetings, being responsive to Board Member requests for action electronically, and attending meetings, activities, events outside of regularly scheduled Board meetings.
- Prepare for and attend meetings and conference calls and be an active participant.
- Maintain confidentiality.
- Serve for a term of three years.

### **What is the selection process for new Board Members?**

The selection process has three phases: application, interview, and meet and greet.

Application Phase: All candidates are required to submit an application by the deadline. Applications will be reviewed by the Board Member Nominating Committee.

Interview Phase: Selected candidates will be invited for an interview with the Board Member Nominating Committee.

Meet and Greet Phase: Selected candidates will be invited to participate in a Meet and Greet event with the ASA's voting Membership (ASA Recreational Club Managers, Recreational Program Chair and Travel Program Chair).



### What is the time frame for the selection process?

The application due date of April 13<sup>th</sup> is a firm deadline. The other dates noted below are tentative.

Date	Activity
April 13, 2018	Applications Due
Week of April 30	Candidate Interviews
Week of May 14	Meet and Greet
Week of June 4	Annual Meeting/Vote on New Board Members
Week of June 11	New Board Member Orientation
June 25	First Meeting of Reconstituted Board

### If I have questions, who do I contact?

For more information on the ASA Board, check out the [Board and Volunteers](#) tab of the ASA website. For more information on the selection process, please contact Kristin Hanmer, Board Member Nominating Committee Chair, at [boardnominations@arlingtonsoccer.com](mailto:boardnominations@arlingtonsoccer.com).