



BOARD MEMBER DUTIES (JOB DESCRIPTION)

Iredell County Economic Development Corporation is made up of Public and Private Sector members and is governed by a board of appointed government officials and At Large Private Sector members. Our At Large Board members are selected from investors that contribute to the organization. Serving on the board is a way to serve your community and help guide the economic development strategy including; business recruitment, existing industry expansion and retention, product development, marketing, workforce development and talent attraction, and community initiatives in the interest of Iredell County and its municipalities (Mooresville, Statesville, and Troutman). A formal board member "job description" is below.

ORGANIZATION SUMMARY

Iredell County Economic Development Corporation (Iredell EDC) is a 501(c)6 non-profit organization. Iredell EDC was established in 2016 as a result of the unification of the Greater Statesville Regional Development Corporation and Mooresville-South Iredell Economic Development Corporation. Our mission is to promote economic growth and stability and to enhance the quality of life in Iredell County through the cultivation of jobs and investment. Our programs are focused on connecting local industry and prospective clients with information, resources, financial programs, buildings and sites, and talent to help them, and Iredell County grow. We work in partnership and collaboration with our Regional and State partners to deliver strategic priorities and new opportunities for our industry and community.

OUR BOARD MEMBERS:

Our board is made up of public and private sector professionals and business owners from a variety of industries with an interest in Iredell County. Iredell County Economic Development Corporation's Board of Directors identify business opportunities for advancement and success of Iredell County, helping our local businesses and families not only succeed, but flourish. The Corporation has a goal of expanding our board to reflect the varied backgrounds and interests of its stakeholders. <https://www.iredelledc.com/about/board-of-directors/>

OUR INVESTORS:

Our Investors help us with targeted initiatives in marketing, analysis, site and park development, workforce development, as well as special programs undertaken at the direction of the Iredell EDC Board to help move the community and your company priorities forward.

<https://www.iredelledc.com/about/Iredell-EDC-investors/>

JOB TITLE: At Large Board Member (Private Sector)

TERM: At Large Board Members serve on 3-year rotating terms. The EDC can have up to 12 private sector board members at any given time on the Board. The Public Sector has 8 appointed seats, including the Town/City/County Manager and the Chairman/Mayor of each municipality.

PRIMARY DUTIES AND RESPONSIBILITIES:

The board of directors of the Iredell County Economic Development Corporation is legally responsible for all activities of the organization. The board sets goals, determines organizational policies that guide staff implementation of goals, provides financial oversight and approves and monitors the annual budget.



EXPERIENCE AND QUALIFICATION REQUIREMENTS:

Demonstrated interest in and support in the success of Iredell County Economic Development Corporation's mission. Must be a private sector investor in good standing and reside or conduct business in Iredell County.

TIME COMMITMENT:

There are 10 Board meetings annually. Board meetings are held on the fourth Thursday of the month, 11:30 – 1:00 pm. There is no meeting in the month of July and the November/December meeting is combined and held the first week of December. Board members are required to attend at least 70% of Board meetings. A call-in option/virtual option is provided for Board Members who are unable to attend in person, although in person is preferred. In addition to Board meetings, the Iredell EDC provides our Board members select invitations to attend VIP Meetings, Company Announcements, and Partner Events that support economic development in our community.

RESPONSIBILITIES AND POWERS OF BOARD MEMBER:

Embrace and promote the mission through leadership, financial contribution, community outreach and promotion of organizational efforts.

- Ensuring the financial affairs of the organization are conducted on a responsible basis in accordance with established policies.
- Familiar with the EDC's programs, services, stakeholders and targeted audiences.
- Mindful about the organization's policies, procedures and by-laws.
- Make all decisions and take actions based on principles of reasonable prudence and acting in good faith in matters of the board operations.
- Maintain confidentiality of projects and activity to ensure the integrity of the organization to serve potential clients and the needs of community partners.

POLICY ADMINISTRATION:

Set policies, advise on the annual plan, and recommend program activities that are in line with the purpose of the organization. Approve annual budget and actively participate in Iredell EDC events and programs.

FUNDRAISING:

Help the organization secure financial resources by the following:

- Support for the board member's company/organization to renew their contribution to the organization.
- Setting fundraising goals with board and staff.
- Assisting with identify new private sector investors that would be mutually beneficial to the organization and the company
- Sharing strategic shifts in management that may impact current and potential investors and investment in the organization
- Assisting with sponsorship opportunities of key events and programs hosted by the EDC
- Assisting with solicitation of grants in line with strategic goals (e.g., identifying grantors, providing testimonials, identifying partners, assisting with grant writing and site visits).



PUBLIC AND COMMUNITY RELATIONS:

Represent and promote the purpose and activities of the Iredell County Economic Development Corporation in a positive way to the community. Participate in events hosted and sponsored by the Corporation (Annual Existing Industry Event and Annual Meeting). Promote, the work and goals of the organization. Clearly differentiate personal opinions or political views in public when speaking for the Corporation.

LEADERSHIP DEVELOPMENT:

Participate in leadership development, recruitment, orientation, and development of new Board Members. Encourage the development of key investors to take on future leadership roles in the organization and community.

UNDERSTANDING ISSUES:

Develop a basic understanding of issues that come before the board. Utilize staff expertise whenever necessary. Board members should possess or develop the ability to be effective advocates the community.

NOTE: Each board member must sign a Code of Conduct form and a Conflict of Interest form.

ADDITIONAL INFORMATION:

Board applications and nominations are accepted during the month of May. The board votes on the applicates at the June Board meeting. Interested applicants should contact the Iredell County EDC President & CEO for more information:

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Iredell EDC
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