

WOMEN'S AQUATIC NETWORK

EXECUTIVE BOARD RECRUITMENT



ABOUT WAN

The Women's Aquatic Network, Inc.

The Women's Aquatic Network (WAN) brings together professionals with interests in marine, coastal, and aquatic affairs as well as promotes the roles of those working in these fields. Membership is open to all who are interested in WAN's goals.

What is WAN?

The Women's Aquatic Network is a private, non-profit organization that was incorporated in 1985 in the District of Columbia. It is led and organized primarily by women, but its membership is open to all gender identities. Its mission is to bring together professionals with interests in marine, coastal and aquatic policy, research, management, legislation, and other areas. WAN members are scientists, lawyers, policy-makers, natural resource managers, science communicators, entrepreneurs, environmental advocates, students, professors, and many more from other professions.

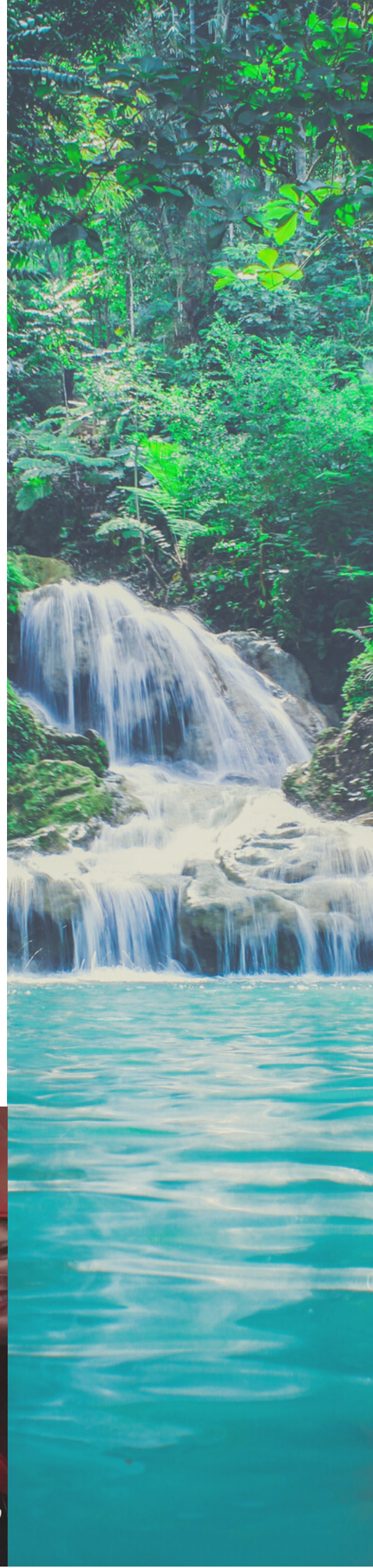


HISTORY

Established 1985

WAN was originally conceived in 1984 (and established in 1985) by three ambitious women who felt the need for a network of professionals in the marine and aquatic sector to help support and advance opportunities for women. In that decade there were still far fewer women in leadership roles in the growing field. While professional networking wasn't a new concept, it was clear that women with a mutual field of interest could benefit from targeted opportunities to meet periodically and share their experiences. The idea was to pave the way for professional advancement and integration between various Washington, D.C. based sectors that dealt with ocean and aquatic issues.

Since then, we can proudly say that the marine and aquatic sectors have benefited from many talented and professional women now engaged at every level, including the helm in numerous leadership roles across America. Thus, the purpose of WAN has evolved from a networking tool for women, to serve as a formal (and fun!) facilitation mechanism for professionals of all gender identities to network across shared interest areas.



WHAT IS THE WAN EXECUTIVE BOARD?

Purpose of the Executive Board

The WAN Executive Board is a group of 6-12 volunteers who work together to lead the organization. This includes the planning of WAN events for the year, managing membership, monthly administrative activities to keep things running behind the scenes, and strategic planning and development to grow the organization. These individuals volunteer their time to ensure the collaborative spirit of the network is maintained and regular events are available for WAN members. The Board is self-governed.

The Executive Board receives input from and works closely with the Advisory Board. These senior-level professionals provide access to their networks, institutional and industry knowledge, and expertise in developing the next generation of water and ocean professionals.

Why join the WAN Executive Board?

Promote the WAN mission.

Create events for networking and professional development opportunities.

Develop and practice leadership and organizational skills.

Give back to your network and the DC water, marine, and ocean community.

Join the fellowship of past and current WAN Executive Board members!

Receive mentorship opportunities from Advisory Board members and other WAN community members.

Build your resume.

Read on to learn about our expectations for Board members and how we operate.



BOARD EXPECTATIONS

Required attendance at:

- Monthly in-person board meetings (2 hours on a weeknight)
- Bi-annual Executive Board day-long retreat (in DC)
- Bi-Annual Executive Board-Advisory Board meetings (in DC)
- Board committee meetings, usually monthly (1-2 hours on a weeknight)
- Event planning meetings for events you are lead/co-lead

Serve as the lead for the organization of 1-3 events and co-lead for at least two events annually.

Participate in 2 Board committees (You don't have to be experienced in those fields to be on a committee, and although we have committees, everyone can be involved in all aspects of the Board activities.)

Spend 15-20 hours/month on follow-up actions and committee activities (this number will vary month to month and is in addition to the attendance hours required above.)

Help with fundraising and coordination of WAN.

Regular attendance at WAN events is also expected.

The traditional term length is 2-4 years.



BOARD STRUCTURE

The Women's Aquatic Network Board is entirely volunteer-run and usually consists of 6-12 individuals dedicated to advancing the mission of WAN and growing the network. We are self-governed and do not have traditional board roles (i.e. president, vice president, etc.)

We have a designated treasurer, and the rest of the Board coordination is divided among the following committees:

Board Management

Development and Partnerships

Digital Communications

Membership

DEIJA Committee

We consider the Board to be a collaborative work space, where assignments, roles, and responsibilities are shared. No one is the 'boss'. We use a consensus decision-making processes.

BOARD STRUCTURE

Board Management

- Manages organizational and daily business operations such as annual budget, savings, bank accounts, event budgets requests/payments/reimbursements.
- Ensures spending is in line with the WAN mission.
- The Treasurer and Co-Treasurer are the only specific roles on the Executive Board, as they are signers on the WAN bank accounts and hold credit cards.
- Engages Advisory and Honorary Boards and manages annual recruitment.

Development and Partnerships

- Provides WAN members and friends with ways to meaningfully give back to the community and next generation of marine and aquatic leaders.
- Builds connections between marine professionals and the broader DC-MD-VA community through hands-on activities.
- Participates in environmental cleanups and restoration actions to help keep our waterways and oceans healthy and thriving.
- Increases education, outreach, and mentorship for rising youth in the greater District area who have an interest in science, biology, policy, ocean, coastal, and aquatic affairs.
- Seeks event sponsorships and manages relationships with key external partners for WAN.
- Explores potential sponsorship options for WAN as an organization.



BOARD STRUCTURE

Digital Communications

- Designs and maintains website.
- Posts to social media platforms (Instagram, Facebook, LinkedIn, YouTube, and Twitter).
- Sends bi-monthly emails via Constant Contact.
- Develops templates for event emails to memberships.
- Collects news, events, and opportunities from the Executive Board and WAN community for inclusion in email blasts.

Membership

- Maintains membership list.
- Identifies members' needs and develops ways to meet those needs.
- Tracks and evaluates membership goals and needs.
- Develops membership and engagement materials and opportunities, from networking to mid-high level outreach.
- Plans and hosts Professional Development Events
- Engages Advisory Board and manages involvement.

DEIJA Committee

- Promotes diversity and inclusion in our events, partnerships, and community.
- Positively influence/support individuals from underrepresented identities within our community and the broader aquatic fields.



INTERESTED IN APPLYING?

We value a diverse workplace and strongly encourage women, people of color, LGBTQIA+ individuals, people with disabilities, members of ethnic minorities, foreign-born residents, and veterans to apply. We are committed to providing an inclusive and welcoming environment for our entire community.

Fill out an application on our website
www.womensaquatic.org

Deadline: August 31, 2023

