



BOARD MEMBER APPLICATION AND POSITION DESCRIPTION

The Houston Marathon Committee, Inc. (HMC) is a founding member of Running USA and annually organizes the nation's premier winter marathon, half marathon and 5K. The organization is overseen by a board of directors, 13 staff members, 160 year-round volunteer captains, and approximately 7,000 race day volunteers. Its mission is to plan, organize and stage an annual multi-race running event that embodies the spirit, energy and diversity of the citizens of Houston, Texas.

Position:

Board members advise, govern, oversee policy and direction, and assist with the leadership and general promotion in support of the Committee's mission and needs. While day-to-day operations are led by the Committee's Executive Director (ED), the board-ED relationship is a partnership, and the appropriate involvement of the board is both critical and expected.

Expectations for board members:

- Become familiar with the Houston Marathon Committee's finances, budget, and financial/resource needs
- Understand the policies and procedures of the HMC, including confidentiality agreements and Code of Conduct for board members
- Advise in areas of expertise as requested
- Act as an ambassador for the HMC, with a commitment to and understanding of the HMC's events, participants, and stakeholders
- Assist the board in identifying and recruiting other board members
- Ensure the HMC's commitment to a diverse board and staff that reflects the communities HMC serves
- Passion and commitment to the sport of running

Length of term:

Three years, which may be renewed up to a maximum of three consecutive terms, pending board approval.

Meetings and time commitment:

The board meets five times each year, including a one-day board retreat in September. Regular meetings are typically on a Thursday evening at the HMC offices. The board is also invited to attend several other annual events such as the Committee Appreciation Party, HMC Hall of Fame Reception, Run for a Reason Awards Luncheon, Houston Marathon Foundation Luncheon, and the Houston Marathon VIP Breakfast.

Desired Skills and Expertise:

We are currently seeking diverse leaders with background and expertise in the following areas:

- Health and wellness, medical services
- Government/governance, city, public safety agency relations
- Local Community leadership (Houston First, Fire, Police etc.)
- Leader in their domain with some running background (nice to have)



Houston Marathon Committee Board of Directors Candidate Application

<i>Name</i>		<i>Telephone</i>	
<i>School / Company</i>		<i>E-mail</i>	
<i>Current Occupation</i>			

We want to understand your views on current operations and how your potential contributions might fit with the organization's vision. Please answer the following questions and limit your response to this page in the space provided. When completed, please email this application and your resume to info@houstonmarathon.com.

1. Why do you seek a position on the HMC Board?

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2. Please briefly outline the specific skills you bring, or contributions you hope to make, to this board.

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3. Are you currently serving on a board of directors for another organization? If so, please list the organization name and your position/role.

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4. Please describe any other volunteer experience. Include your running accomplishments, if any.

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