



Information Packet for ILA Members Considering Board Service

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If this is the right time for you to make this serious commitment and you meet the criteria described in the packet, please go to page 8 to access the link to the Board Interest Form.

Save and send your Board Interest Form with your resume or CV to:
bdcchair@ilaglobalnetwork.org by January 24, 2024.

Thank you!



November 29, 2023

Dear Colleague,

Thank you for your interest in serving the ILA as a Board Director. There has never been a time when ILA's purpose of connecting people worldwide to advance the practice and study of leadership for a just and thriving future has been more important. We strive to create a Board that reflects our membership, embodies our purpose and values, and supports our aspirations to grow our global presence for the greater good.

The Board of Directors is the governing body of the ILA, comprising an outstanding team of accomplished professionals who are responsible for and committed to ensuring the ILA purpose and mission is carried out. The Board has important oversight responsibilities for the growth, sustainability, and financial health of the ILA. The selection of new governance leaders is essential for future accomplishments; this makes the decision to seek a position on the Board important for you and important for the ILA.

We are keen to encourage all who aspire to join the Board to review and reflect on their capacity, interest, and commitment to a three-year term of active service. During your term as Board Director, you must be willing and able to:

- ✓ Make the ILA a high priority.
- ✓ Participate in every Board and committee meeting.
- ✓ Maintain your ILA membership and participate in each global conference.
- ✓ Commit your time, talent, and resources to the financial development of the ILA, including making an annual personal financial contribution to the ILA.
- ✓ Leverage your networks to support present and new program initiatives that will help ILA continue to flourish.
- ✓ Help the ILA pursue and achieve its strategic planning priorities.

In return you will find a fulfilling way to serve your association and the leadership profession, and you will also gain new knowledge, professional relationships, and opportunities to expand your network of leadership colleagues. If this is the right time for you to make this serious commitment and you meet the criteria described in the packet, please complete the Board Interest Form and email it to bdcchair@ILAglobalnetwork.org by **January 24, 2024**.

The Board Development Committee (BDC) has been authorized by the Board to coordinate the nominations process. The BDC will review all interest forms using the criteria in this packet and will then interview candidates whose skills and profiles most closely match the needs of the ILA. The committee's recommendations will be submitted to the full Board of Directors.

Thank you again for your membership in, service to, and support of the ILA. We look forward to a future of ILA growth and your continued participation.

Sincerely,

Mike Hardy, Board Chair

Cynthia Cherrey, President & CEO

About the ILA

- Vision** Leadership for the collective good of people and planet.
- Purpose** We connect people worldwide to advance the practice and study of leadership for a just and thriving future.
- Mission** We accomplish our purpose by creating trusted spaces and relevant leadership resources together.

Organizational Values

Inclusion: We foster and promote diversity, equity, and belonging.

Integrity: We advance the field of leadership with rigorous and evidence-based research and practices.

Impact: We focus on leadership impact for the greater good and for a better world.

Innovation: We amplify new ideas and models of leadership for individuals, organizations, and communities to flourish worldwide.

What makes ILA unique?

One of the unique tenets of the ILA is the value we place on rigor and relevance at the nexus – the intersection – of theory and practice. Leadership practice cannot be its best without being guided by substantive questions, research, and theory. Robust leadership must be grounded in principled, effective practice. An advance in one enhances the other. This strand of thought, present at the association’s inception, is at the very heart of the ILA.

We are committed to strengthening the ties between those who research and study leadership, those who teach and develop leaders, and those who engage in the practice of leadership. The ILA’s events, programs, resources, and publications are designed with this in mind, bringing people together to bridge theory and practice and spark those aha moments that move people’s thoughts and actions in ways that improve leadership locally and globally.

ILA Membership

ILA is the professional home of a global community of 2800 members from 90+ countries who believe that leadership is the key to a just and thriving future for all people. ILA actively embraces academics, practitioners, consultants, corporate leaders, public sector and NGO leaders, and students. The membership dues structure strives to serve the needs of ILA’s diverse constituencies while maintaining fairness and simplicity. Visit <https://ilaglobalnetwork.org/member-benefits/> for a refresher on ILA member benefits.

- ❖ Individual dues are based on individual annual income to promote fairness across economies, sectors, professions, and levels of experience.
- ❖ Organizational dues provide benefits to a primary contact plus three or more group members. Organizations can arrange special larger membership packages for their entire department, team, or graduate student cohort. These range in size from 5-300 members.
- ❖ Student dues provide an entry point for doctoral, masters, and undergraduate students studying leadership.

Important Organizational Documents

Please read the [2022 Annual Report](#), [ILA's bylaws](#) and the [Strategic Plan](#).

ILA Member Communities <https://ilaglobalnetwork.org/member-communities/>

Led by volunteers, the ILA's Member Communities play a critically important role in engaging members around their specific areas of interest by organizing programs, creating resources, communicating regularly with members, and advising the staff on the professional needs of their members. While they devote great energy to ILA's global conferences, the communities listed below are active throughout the year.

Arts and Leadership	Leadership Education
Business Leadership	Leadership Scholarship
Ethics & Leadership	Leadership for Peace
Followership	Philosophy, Religion & Worldviews
Healthcare Leadership	Public Leadership
Leadership Development	Sustainability Leadership
	Women & Leadership

Meet the Board of Directors

Members of the current Board of Directors are based in Australia, England, Japan, Mexico, Scotland, Singapore, Switzerland, and the United States. They do significant professional work in countless countries around the world and their professional titles reflect the diversity of ILA's membership. Learn more at <https://ilaglobalnetwork.org/about/board/>.

Conferences

Board members are expected to attend the Global Conferences and to arrive early to attend Board meetings and retreats.

The 2024 ILA Annual Global Conference will be in Chicago, USA, November 7-10, with a potential retreat and board meeting just before the conference.

See <https://ilaglobalnetwork.org/ila-conferences/> for details about additional events. It is desirable but not mandatory that Board members attend those that are of interest and that fit their schedule.

ILA Financial Information

ILA was incorporated in 2011 in the District of Columbia, USA and qualifies as a 501(c)3 under U.S. federal law as an organization established for educational, charitable, or other similar purposes. This exempts the ILA from most U.S. federal taxes, qualifies the ILA to receive tax-deductible contributions, and requires compliance with operational, reporting, and financial regulations. The ILA files an annual 990 form with the IRS. The ILA IRS 990 is available upon request.

The ILA has remained financially stable since its incorporation. Financial reports and policies are routinely reviewed by the Treasurer, Finance Committee, and the Board of Directors. Major revenue streams include member dues, conference registrations, and sponsorships. An accountant's review of the ILA's financial statements is completed annually.

Board Responsibilities

The Board of Directors is the governing body of the Association and may exercise all the powers and authority granted to a non-profit 501(c)3 association by U.S. law. The Board of Directors shall oversee the Association's policies and procedures. Among its other powers, the Board shall have and may not delegate the power to elect and remove directors; approve the budget; hire and fire the President/Chief Executive Officer; approve and amend the mission statement of the organization; amend the Articles and Bylaws of the Association; elect and remove officers; and approve major corporate changes, such as dissolution, merger, or transfer of all or substantially all of ILA's assets.

Each Board member shall discharge the duties of a Board member, including committee duties, in good faith with the care that an ordinarily prudent person in a like position would exercise under similar circumstances, and in a manner the Board member reasonably believes to be in the best interests of ILA.

All Board members contribute their valuable time to the activities of the Board and do so at their own or their organization's expense. Continuity of experience and participation contribute to the effectiveness of the Board. Applicants are encouraged to carefully consider their ability to commit to a full three-year term of active service.

Beyond participating in Board and committee meetings, each Board member is expected to contribute their unique strengths and talents to the success of the ILA by:

1. Furthering the mission, purpose, and values of the ILA
2. Promoting the ILA throughout your own networks
3. Recruiting new members and conference participants
4. Identifying new sources of funding or in-kind services
5. Engaging with ILA members and member communities
6. Participating in the development and implementation of the ILA's strategic plan
7. Making an annual gift commensurate with each individual's capacity.

Board members are annually required to sign an acknowledgement form that they have read and agree to remain in compliance with the Conflicts of Interest Policy.

Board Meeting Schedule

The Board of Directors meets four times a year for 90 minutes via Zoom, plus once more in person just before the global conference. A Board retreat may be in person or online. Meetings are usually on Wednesdays in March, June, September, and December, plus the day before the global conference. There will be an orientation for new members in August, and the first Board meeting for this new cohort will be Sept. 11. Then November 5 or 6 (in Chicago) and December 11.

The global composition of the Board across eight time zones limits options for meeting times and is further complicated by the varied dates that daylight savings may be enacted. For reference, the 2023 Board of Director meeting time is 14:00-15:30 UTC (GMT) and in 2022 the meeting time was 20:00-21:30 UTC (GMT). Committee meeting times are set based on the availability of their members.

Time Commitment

We ask that you consider your ability to make the necessary time commitment at this point in your life to a three-year term of active service from July 1, 2024 to June 30, 2027. It is estimated that Board members spend an average of about 75 hours a year on ILA activities, including three+ days at the global conference *excluding* related travel time.

The Board meets for: 90 minutes via zoom 4-5 times a year, the day before the annual global conference, and a two-day planning retreat. Depending on the year, the retreat may be online or in person. The new director orientation has been held via zoom for the past several years. Board members are expected to participate in the Annual Global Conferences and are encouraged to attend other ILA conferences and events online or in-person.

Each Board member serves on one standing committee. Generally, committees meet about 8-10 times a year for 60-minute zooms and committee members often do work outside of the meetings. New Board members would be appointed to one of the following four committees. The meeting schedules are determined by what works best for the members of that committee.

Board Development Committee

The charge of the Board Development Committee is to ensure the ILA Board fulfills its governance and fiduciary responsibilities by: coordinating the Board Nominations process, orienting new Board members, providing training and support to the Board, and as member terms expire, seeking new members who represent diverse groups.

Finance Committee

The charge of the Finance Committee is to: advise the Officers and the Board on financial planning and financial administration of the ILA; assist the Treasurer in developing for Board review and approval an annual budget that enables the ILA to carry out its strategic goals; review the ILA's financial records/reports for compliance with the budget and policy; provide feedback to the COO, suggest modifications if needed, and make recommendations to the Board as appropriate; develop internal controls and financial and accountability policies for the Board's approval and monitor their implementation.

Fund Development Committee

The charge of the Fund Development Committee is to steward the Board's overall advancement of the ILA in general and to ensure the Board fulfills its resource contribution responsibilities in particular by: coordinating the fundraising activities of the Board through unrestricted and restricted gift giving; providing strategic advisory support to staff on grant and sponsorship development; engaging the Board in cultivation of foundation and corporate relationships.

Membership Committee

The charge of the Membership Committee is to provide strategic advisory support to the ILA Board and staff in matters related to: the recruitment, retention, and recovery of ILA members; membership structures and dues; and the enhancement of member benefits and leadership opportunities to deepen their affiliation and engagement with the ILA.

Criteria Guiding the Composition of the ILA, Inc. Board of Directors

The strength of the ILA Board of Directors is its mix of talent, experience, diverse perspective, and expertise, which together supports achievement of the ILA's purpose and expands the ILA's relevance and global reach. Although Board members have historically covered their own costs in serving on the Board, the ILA is committed to removing financial considerations as a barrier to Board membership for well-qualified applicants.

The Board composition and replenishment process is purpose-led -- connecting people worldwide to advance the practice and study of leadership for a just and thriving future -- and values focused: on inclusion, impact, integrity, and innovation.

Based on the individual talents of those continuing or concluding their terms of service, the Board of Directors identifies and prioritizes the characteristics sought in new members to comprise a complete Board with:

1. Governance and leadership competencies
2. A balance of relevant professions and sectors
3. Extensive geographic networks and connections
4. Cultural, racial, geographic, and generational diversity

Therefore, candidates must have a preponderance of the following:

Strong Commitments to:

- Actively participate in the association and maintain high standards for the ILA.
- Enthusiastically support the ILA's mission, vision, values, and strategic plan.
- Maintaining an active ILA membership and participating in Board meetings, committee meetings, retreats, and ILA global conferences.
- Making a personally meaningful annual gift to the ILA as a member of a "giving" Board.
- Leveraging networks and contacts for the ILA (e.g., potential donors or keynotes, etc.).
- Working constructively and collegially with Board members and staff.

In-Depth Experience in Board Governance:

- Financial oversight
- Fundraising & resource development
- Risk management, strategy, performance, and planning
- Substantial leadership expertise
- Futurists/future forward planning

Preferred Skill Sets:

- Member recruitment
- Networking
- Financial expertise
- Collaboration
- Alliance building
- Fundraising & resource Development
- Responsive communication
- Risk management
- Strategic planning and monitoring
- Global and multi-cultural mindset

Nominations and Selection Process

- ❖ Each year, the Board Development Committee (BDC) evaluates current Board members' strengths, prioritizes the expertise needed, and develops criteria to guide the selection process. After the Board prioritizes the selection criteria, the BDC Chair invites all ILA members to consider serving on the Board.
- ❖ ILA members interested in Board service should submit the Board Interest Form and resume or C.V. by January 24, 2024
- ❖ The BDC reviews interest packets to identify candidates that best match the selection priorities.
- ❖ Finalists are interviewed by two members of the BDC.
- ❖ The BDC meets to discuss the interviews, determine best matches to the priority needs, and finalize the slate of nominees for Board consideration.
- ❖ The Board of Directors elects the new cohort of board members.

Summary of Important Dates

- Dec Email about this volunteer opportunity sent to ILA members
- Jan 24 Board Interest Forms deadline
- Jan 31 BDC meets to identify candidates meeting priority criteria
- By Feb 29 Candidate interviews completed
- March 6 BDC develops list of nominations for Board consideration
- March 13 Board meets to elect new Board Members
- April 1 Candidates notified of the results
- July 1 Terms commence
- August New Board member zoom orientation

To Apply

If this is the right time for you to make this serious commitment and you meet the criteria described in the packet, please complete the [Board Interest Form](#) and send it with your resume or CV to: bdcchair@ilaglobalnetwork.org by January 24, 2024.

Thank you for your interest!
