

## **WEF Vice President Application - 2024**

Bold Leadership. Customer at the Center. Collaborative Partnerships. Diversity, Equity, and Inclusion (DE&I) in ALL we do. These are the core values that guide the Water Environment Federation (WEF) and its members in fulfilling our vision of Life Free of Water Challenges. As a global water-sector leader, WEF's mission is to inspire the water community in pursuit of human and environmental well-being. We are in the second year of implementation of a new, bold [Strategic Plan](#), and are seeking two new Trustees to help shepherd the organization as we transform WEF and the water sector to better reflect our values and achieve our strategic goals in support of our Vision.

### **Vice President qualifications:**

The Vice President is an Officer of the Board. WEF Officers, come from a wide variety of experiences and backgrounds. Ideal candidates will have a passion for water, the people who work in the sector, and the communities served by the sector; as well as a curiosity that compels them to ask probing questions and seek new solutions. They will also be open-minded, collaborative, strategic, and have a vision for how WEF can better serve its customers and the broader water sector. The Board strives to create an atmosphere of trust. In inter-personal communication and interactions, we value openness, truthfulness, and active listening, appreciating that others may have varied and different experiences than their own. We strive to reflect and represent the demographic, geographic, and expertise diversity of our membership and the broader water sector.

Ideal candidates will have leadership experience in a majority of these areas:

- Executive management
- Executive oversight experience
- Prior board or governance experience
- Strategic and change leadership experience
- A demonstrated commitment to diversity, equity, and inclusion
- Financial acumen and/or operational expertise
- Connection to strategic partners or sectors outside of WEF

### **Officer Duties:**

WEF Officers have fiduciary, governance, and strategic responsibilities for the organization. They, along with the Trustees, set the strategic direction and governing policies for WEF, as well as provide budgetary oversight, general programmatic direction, and oversight of Board committees, task forces,

and standing programs. They also select, hire, evaluate, and establish contract terms for the executive director.

The WEF Board meets in-person in North America four to five times per year for approximately three days and at various times for shorter virtual meetings. Officers are expected to travel to Member Association and other conferences, participate in Board committees and task forces, as well as other assignments as needed. WEF covers reasonable travel expenses for its Officers.

The Vice President shall serve a term of one year beginning at the conclusion of WEF's annual conference (WEFTEC). The Vice President shall automatically succeed to the office of President Elect for a one-year term, then to the office of President for a one-year term, and finally to the office of Immediate Past President for a one-year term. Individuals are limited to one full term in the office of Immediate Past President, President, President Elect, and Vice President except for an individual appointed to fill a vacancy who may serve for the unexpired term in the office which they fill, and an additional one-year term in the office.

**Time Commitment:**

Serving as an Officer is a significant time commitment. Officers are expected to attend up to five Board meetings and represent WEF at 5-6 other conferences each year. In addition, the Officer will serve on Board Committees and Task Forces and may be asked to attend additional virtual meetings as needed. The total commitment can be up to 30-40 days of travel and take 400-500 hours per year initially, additional responsibilities that add to this time commitment for President Elect, President, and Immediate Past President. The time commitment for President is the highest at approximately 1,000 hours per year. Applicants are encouraged to discuss this time commitment with their family and employer prior to applying.

There is flexibility in scheduling travel to accommodate other commitments. The Board works collaboratively on a year-to-year basis to accommodate the needs of Officers but cannot eliminate the need for travel.

**Application and selection process:** Applications are due by 11:59 PM Pacific Time on, June 2<sup>nd</sup>, 2024. After receiving applications, members of the WEF Nominating Subcommittee will review the applications. Some applicants may be selected for virtual interviews and have their references contacted. The Nominating Subcommittee will recommend a nominee for Vice President to the WEF Board of Trustees to be considered by the end of July. If the nominee is approved, applicants will be informed as to whether they are nominated, and the nominee will be forwarded to the WEF House of Delegates for election of the Vice President at their meeting ahead of WEFTEC in late September.

**Applicant information:** Name, address, phone, email address, WEF membership number.

**Applicant experience (Vice President):**

*Note: All responses have a 400-word limit unless otherwise stated.*

1. Describe a time when you were part of leading and/or implementing a strategic vision or change. Include your role, hurdles, and insights you encountered, the impact it had, and the lessons you would bring with you to the WEF Board.
2. How do you envision helping to advance WEF's Strategic Plan during your term on the Board?
3. The Water Environment Federation (WEF) maintains diversity, equity, and inclusion as core principles of the organization's mission. Officers must lead by example in upholding these principles. Please tell us about your experience as an advocate for diversity, equity and inclusion, as well as specific activities or initiatives you have been involved with, and insights you have gained from your experiences.
4. An important role for WEF Officers is to connect WEF to the broader water sector and adjacent sectors that could have strategic relevance. What strategic partnerships or relationships would you bring as a member of the WEF Board?
5. From your perspective, what are the one or two most pressing challenges to WEF over the next 4 years, and how would you use your role as the presidential officer (i.e. vice-president through past-president) to help address them?
6. One of the most important responsibilities of a board is oversight of the organization's executive. Per WEF policy, the president and president-elect are tasked with leading this process. Please tell us about your understanding of the distinction between the Board's role and the executive's role in leading WEF. Also, please describe any experience you have with executive oversight (including hiring and transitions) and any lessons you have learned through that experience. You may include your own experience as an executive that answers to a Board. *Note: please do not include names or other confidential information that you are not authorized to share.*
7. Have you discussed your application to become a WEF Vice President (with progression through presidential officer roles) with your employer? (YES/NO)
8. Have you received approval from your employer to the time commitment required of a WEF Vice President (and sequential presidential officer roles) and do they understand that you will have significant travel? (YES/NO)
  - a. Optional: You may use this space to describe anything we need to know relative to your ability to commit to the time and travel expectations.

**Other information requested:**

- Resume – 2 page limit (identify work experience, board experience, relevant non-profit leadership, and anything else relevant to WEF Board participation).
- Employer letter of consent to participate fully on the Board on employer letterhead – template attached
- Three references:
  - References may not be current WEF Board members or members of the WEF Nominating Committee
  - Reference letters are not required

Applicants may direct any questions to Ifetayo Venner, Immediate Past President and Chair, Nominating Committee – [Ifetayo.venner@arcadis.com](mailto:Ifetayo.venner@arcadis.com)

