

# **Williamson County Job Description ESD Board Member**

**DEPARTMENT:** Non-paid Position Appointed by Commissioners Court

## **BOARD OF DIRECTORS RESPONSIBILITIES:**

1. The Board is charged with ensuring that their district constituents are provided quality public safety service in a fiscally prudent manner.

2. The Board is charged with formulating policies, as directed in Chapter 775 of the Texas Health & Safety Code, that will govern the district and determining the district's vision, mission, and outcomes of the district's service.

3. Board members must be willing to commit the time required to prepare, attend and actively participate in monthly Board meetings, as well as various individual and/or committee assignments. Directors are selected for staggered terms.

4. The Board will have ultimate fiduciary, financial and legal responsibility for the Board and it exercises final decision-making authority on Board guidelines, organizational strategy and work plans.

## **QUALIFICATIONS:**

Preference will be given to candidates with a career history demonstrating skills in a majority of the following:

- \* Strong management, personnel, financial and budget skills.
- \* Some fire service experience is preferred, but not an employee of the fire department that the Board oversees.
- \* Must be able to understand finances, adhere to budgets and analyze trends.
- \* Community involvement in multiple leadership roles, with a strong familiarity with the area and community.
- \* Excellent communication skills.
- \* Must be 18 years of age and meet other requirements as stated in the Texas Health & Safety Code Sec. 775.034.

In addition to the above career history, preference will be given to candidates who can demonstrate the following personal characteristics:

\* Respect for public input and citizen involvement

\* Consensus building skills

\* Strong ethical principles

\* Integrity and honesty

\*Willingness to commit an average of 5-6 hours a month

**The attached affidavit must be completed, signed and submitted with the application.**

Created June 4, 2007