

# Society of Environmental Toxicology and Chemistry (SETAC)

## Governance Member Factsheet

SETAC governance members steward SETAC and advance the Society's [mission](#) through [programs](#) founded on SETAC's principles and values. Governance members in various SETAC entities rotate consistently following incorporation documents, bylaws and charters. At SETAC, governance bodies of incorporated entities (SETAC, SETAC Europe, and SETAC North America) are referenced as Boards of Directors and they adhere to Bylaws. Meanwhile, governance bodies of un-incorporated entities (SETAC Africa and SETAC Latin America) are referred to as Councils and they adhere to charters.

### Benefits of Serving as a Governance Member

Serving in SETAC governance has many advantages to members, including:

#### **Community and Network**

- Expanding their professional community by working with others outside your direct network
- Allowing them to learn about various opportunities and get more involved in their professional society

#### **Professional Development**

- Boosting their understanding of a non-profit board's fiduciary responsibilities and stewardship role
- Allowing them to hone their skills in diplomacy and strategic leadership

### Duties of the Governance Members

The duties of a governance member include legal and operational as well logistical and personal responsibilities. Board of Director members are personally liable for legal duties.

The legal and operational obligations of a board member are to:

- 1) Ensure that applicable laws and regulations are followed.
- 2) Ensure the prudent use of all assets including financial, facility, people, and good will.
- 3) Ensure that policies and programs are advancing SETAC's mission based on its principles and values.

The logistical and personal responsibilities of a governance member include the obligation to:

- 1) Adhere to all [SETAC policies](#) and governance documents.
- 2) Take responsibility for making decisions on issues, policies, and budgets, by reviewing materials, asking questions, and requesting information to make informed decisions.
- 3) Prepare for, attend, and be engaged at governance meetings in person and online.
- 4) Have a role as a liaison or representative to a committee or council and engage in those duties, as necessary.
- 5) Contribute financially to the organization at a level that is personally meaningful.

Prospective governance members should discuss, with their employer, the support they will get in terms of their time as well get any ethical approvals necessary. Prospective governance members should also discuss with their employers potential funding for travel. However, no member should be excluded from participation in governance for financial reasons and thus SETAC provides travel support to board members when needed.

Note: Governance members will be asked to complete a Governance Member Contract and SETAC's [Conflict of Interest Declaration Form](#) and [Ethical Conduct Self-Disclosure Form](#).