



Mission: The mission of Building Academic Achievement Within this Generation (BAAWG) is to eliminate the academic achievement gap in Bolingbrook and Romeoville schools in the Valley View school district by enhancing and improving the educational experiences provided to our students.

Vision: We accomplish this mission through

- Community engagement designed to create community ownership of public education
- Parent/guardian education designed to focus on parental ownership of children's educational experience
- Collaboration with the schools and other organizational, business and individual stakeholders
- Programming for students and families
- Promoting volunteerism, among students and adults, for educational purposes
- Research and the public sharing of research finding regarding the educational environment of our children
- Promoting a public awareness of and involvement in current issues facing school district policymakers

Board Chair

(1-year elected volunteer position)

Roles and Responsibilities include but are not limited to...

- The Vice Executive Director shall promote the benefit of membership to all members and nonmembers
- Acts as Executive Director in the absence or vacation of the position of the Executive Director.
- Assists Executive Director to ensure that Branch activities are conducted under the provisions of the current Bylaws.
- Frequently assigned to a special area of responsibility, such as membership, reunion, newsletter committees or offline functions.
- Shall work closely with all Directors and assist in each committee as needed
- Ensure that current, accurate information about BAAWG is available in print and on the BAAWG website.
- Performs other duties prescribed by the Executive Director

Individual should also

- Devote at minimum 20 hours per month
- Be a member in good standing for at least 1 year
- Know BAAWG history
- Have access to a computer with internet and email

Characteristics required in role

- Positive Leader
- Ability to bridge issues not people
- Forward thinker
- Great interpersonal skills
- Ability to develop leaders
- Ability to work with different levels of management
- Good time management skills
- Positive Leader
- Team Player

Board Vice Chair

(1-year elected volunteer position)

Roles and Responsibilities include but are not limited to...

- The Vice Chair shall promote the benefit of membership to all members and nonmembers
- Shall reside over all Committees and ensure that all Directors are fulfilling their duties.
- Shall work closely with all Directors and assist in each committee as needed.
- Ensures that current, accurate information about BAAWG is available in print and on the BAAWG website.
- Performs other duties prescribed by Executive Director

Individual should also

- Devote at minimum 20 hours per month
- Be a member in good standing for at least 1 year
- Know BAAWG history
- Have access to a computer with internet and email

Characteristics required in role

- Positive Leader
- Ability to bridge issues not people
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- Positive Leader
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BAAWG

Secretary (1-year elected volunteer position)

Roles and Responsibilities include but are not limited to...

- The Secretary shall promote the benefit of membership to all members and nonmembers
- Shall be responsible for keeping records of Board actions, including overseeing the taking of minutes at all Board meetings and sending out meeting announcements
- Shall be responsible for detailed records of each Board / Member Meetings
- Shall be responsible for distributing an Agenda for Board Meetings
- Shall be responsible for distributing copies of minutes for all meetings within 5 business days of the meeting.
- Shall be responsible for assuring that member records are accurately maintained.
- Shall be responsible for all Branch Correspondence
- Shall be responsible for filing annual and other required paperwork with government agencies.
- Ensures that current, accurate information about BAAWG is available in print and on the BAAWG website.
- Ensures smooth transition of information and materials to all members.
- Shall post a Calendar of Events
- Performs other duties prescribed by the Executive Director

Individual should also

- Devote at minimum 10 hours per month
- Be a member in good standing for at least 1 year
- Know BAAWG history
- Have access to computer, internet and email

Characteristics required in role

- Possess strong writing skills
- Good note taking skills
- Be very organized
- Great interpersonal skills
- Pleasant Voice
- Good time management skills
- Trustworthy
- Positive Leader
- Team Player

Treasurer

(1-year elected volunteer position)

Roles and Responsibilities include but are not limited to...

- The Treasurer shall promote the benefit of membership to all members and nonmembers
- Shall keep an accurate financial record for the organization
- Deposits money and checks in the name of and to the credit of the organization in the banks designated by the Board
- Upon request, provides the Executive Director and Board an account of transactions by the treasurer and financial condition of the organization.
- The fiscal year shall be the calendar year.
- The financial records of the organization are public information and shall be made available to the membership, Board members and the public.
- Performs other duties prescribed by the Executive Director

Individual should also

- Devote at minimum 6 hours per month
- Be a member in good standing for at least 1 year
- Know BAAWG history
- Have access to computer, internet and email
- Maintain organized records
- Easily accessible

Characteristics required in role

- Great interpersonal skills
- Trustworthy
- Positive Leader
- Team Player

Board Member

(1-year elected volunteer position)

Roles and Responsibilities include but are not limited to...

- Promote the benefit of membership to all members and nonmembers
- Assists with BAAWG planning and implantation of the BAAWG mission and vision
- Provides guidance and leadership to membership at large
- Fills in as necessary for secretary or treasurer in their absence

Individual should also

- Devote at minimum 6 hours per month
- Be a member in good standing for at least 6 months
- Know BAAWG history
- Have access to a computer with internet and email

Characteristics required in role

- Positive Leader
- Team Player