

Help shape the future of environmental journalism by running for the Society of Environmental Journalists (SEJ) Board!

The mission of SEJ is to strengthen the quality, reach and viability of journalism that advances public understanding of environmental issues. For more than 30 years, volunteer board members have made this happen. You could be one of them.

Why should you run for the board?

- 1) **It matters.** SEJ is North America's largest organization of journalists dedicated to covering pressing environmental issues, from the energy transition and human-caused climate change to environmental justice and biodiversity. SEJ is evolving, and the board shapes that direction. As a board member, you can chart environmental journalism's future path, reach and effectiveness.
- 2) **Those who can, DO.** Board service gives your volunteerism meaning that draws on your skills, experience, connections and unique insights.
- 3) **Professional development.** You'll have access to training and resources that can help you learn to effectively manage a nonprofit and hone leadership skills, such as financial management, fundraising, governance, and strategic planning.
- 4) **It opens doors.** A seat on the board can open career opportunities, leading to new jobs and assignments. You're seen as an authority on journalism, a thought leader and a resource. The networks you create and the opportunities that follow can last a lifetime.

What do I do as a board member?

Your job is to ensure SEJ remains financially sound, acts in accordance with its policies and values, and strengthens and serves its membership. You're also a public ambassador for SEJ and environmental journalism. It may sound like a lot, but new board members go through orientation and receive training materials to get up to speed.

Keep us on the right track!

- Set SEJ's strategic direction and develop and approve SEJ policies.
- Approve the annual budget and ensure fiscal policies and controls are sound.
- Follow through on commitments to diversity, equity and inclusion (DEI) with training, allyships and other action within SEJ and across news media.
- Provide strategic direction and support to the organization on matters dealing with programming, membership, governance, fundraising and outreach.
- Assure that SEJ follows applicable laws and regulations, follows its bylaws and policies, and adheres to its mission and purposes.

- Monitor SEJ program performance and participate in design, development and implementation as requested by staff.
- Hire, conduct annual evaluations and make all employment decisions related to the executive director, ensuring compliance with applicable employment laws and regulations.

Be a good team member!

- Treat board members, SEJ staff and members with kindness and respect.
- Participate as a member of two standing committees.
- Regularly check and participate in SEJ board communication platforms, including Basecamp, and engage with members and social media you take part in.
- Attend and participate in special events.

Help us raise money!

- Work as a group to ensure SEJ's financial viability, including helping secure resources through fundraising.
- Donate dollars of a personally meaningful amount to support SEJ. *(This is usually defined as one of your top three charitable donations.)*
- Get involved in external fundraising for the organization (e.g., by suggesting and introducing potential funders to SEJ's executive director).

Learn SEJ!

- As a board member, you are responsible for SEJ, which means learning SEJ's mission, vision, commitments to DEI, funding sources, policies, activities, goals and challenges. For more information, see: [SEJ bylaws, policies, strategic plan, guidelines and procedures](#)
- Understand your legal responsibilities as a board member of a nonprofit, including the [Duties of Care, Loyalty and Obedience](#).
- Educate yourself about the mission, the needs of the people whom SEJ serves and how the organization serves those needs.

Additional things to know:

- Board members are not eligible to enter SEJ awards or receive FEJ grants, because we want to avoid any appearance of favoritism. (Exceptions are made for editors who are involved in a group entry but are not listed as part of the team.)
- You'll need to disclose any conflicts of interest and abstain from relevant votes.

What is the time commitment?

- Expect to spend an average of one to three hours per week. This depends on your board role and the organization's needs.
- Board officers or committee leaders usually dedicate another hour or more per week.
- Attend board meetings and complete assignments ahead of committee and board meetings. Board meetings are generally held four times a year – two in person and two virtually. Meetings generally take place on Saturdays with occasional training or travel on Sundays.

- Travel reimbursements are available for some board travel expenses. See the board's [Policy on Expenses](#) for reimbursement guidelines and limitations.
- Board members are encouraged to participate in SEJ's biggest event of the year — the annual conference!

If you have any questions feel free to reach out to any of our [board members](#).

Since 1990, SEJ has helped inform the public on the most pressing issues of our time. You can be a part of this important work through Board service, shaping SEJ's impact on the state of environmental journalism and the public conversation on the environment for years to come. Come to the SEJ table and help make it happen. [Complete the very brief Intent to Run Form here.](#)