

CALL FOR 2025-2026 BOARD OF DIRECTORS NOMINATIONS
SUBMISSION DEADLINE: WEDNESDAY, MAY 14, 2025

Mission

Professional Women in Construction (PWC) Boston Chapter's mission is to support, advance, and connect women and promote diversity within the architecture, engineering, construction (AEC), and related industries.

Goals of Fulfilling Positions

The Nominating Committee recognizes that the composition of the Board is integral to delivering PWC Boston Chapter's mission and the composition will be a significant evaluation component of deliberations and selection. At a minimum, the desired composition of the Board will encompass members who are recognized leaders and influencers in the industry, those who demonstrate a passion for the mission, and those who offer and commit to including diversity of skill, perspective, and experience.

Available Positions, Roles, and Terms

A. Officers

- Vice President / President-Elect (1-year term, 3-year commitment)
 - Performs all duties of the President in their absence, or their request.
 - Serves as Chair of the Nominating Committee.
 - Performs any other duties as determined by the Board of Directors.
 - Three-year commitment includes subsequent roles of President and Immediate past president

B. Member of the Board of Directors (3-year term)

- Act as the governing body of the Chapter with voting responsibilities.
- Co-chairing and/or involved in special initiatives within the Chapter.

Eligibility

An eligible candidate for an Officer position and a Member of the Board of Directors, must be a member of PWC Boston Chapter.

Qualifications and Skills

- Demonstrated leadership ability through prior participation on the PWC Board, a PWC committee, other organizations' board and committees or board and committees within your company or firm.
- Highly regarded and respected by industry peers with ability to be an influential member of the Chapter for industry partnerships, sponsorships, and connections.
- Experience communicating, managing, and collaborating with large teams.

- Ability to encourage participation in productive dialogue, navigate conflict, and garner consensus.
- Ability to think strategically about the bigger picture for the Chapter and contribute to the facilitation of productive Board meetings.
- Ability to act tactfully in challenging opinions and ideas, while engaging in respectful dialogue, and having the willingness to support final decisions of the Board.
- Ability to strengthen the Chapter through specialized expertise or knowledge brought from individual business or professional background.
- Understand the fiduciary duty to act in the best interests of the Chapter, objectively, unselfishly, responsibly, ethically and with integrity.
- Adds diversity to the mix of individuals comprising the Board, including, but not limited to, age, gender, race, background, expertise, etc.
- Experience with and committed to active listening, fostering innovation and leading with empathy.

Commitment to Mission and Vision

- In 2023, PWC Boston leadership developed a 5-year strategic framework, identifying near-term and long-term initiatives. Board members must be driven to aid in executing these initiatives, as well as continuing to build a pipeline for long-term chapter improvement. ***(5-year Strategic Framework attached for reference.)***

Responsibilities and Time Commitments

A. Officers:

- Attend monthly Executive Committee Meetings.
- Attend bi-weekly, or a frequency agreed upon, Executive Committee / Committee Chair Meetings.

B. Officers and Members of the Board of Directors:

- Attend monthly Board Meetings.
- Attend the Board half-day summer strategic planning sessions (there is a minimum of one but could be up to two half-day sessions).
- Attend one leadership/DEIB education session, likely in the summer.
- Be reasonably available for phone and email communication as may be needed from time to time to assist PWC Boston Chapter colleagues.
- Assist with raising awareness of the PWC Boston Chapter and the mission.
- Assist in soliciting new members as needed to support the Membership Committee.
- Assist in soliciting new annual, and / or program and event sponsors as needed to support the Sponsorship Committee.
- Assist any committee of the Chapter in strategic direction and / or support to fulfill their committee responsibilities as the committees may request.
- Attend strategic planning meeting with Advisory Board.
- Be informed, available, and engaged with a willingness to attend as many Chapter meetings, programs, and events as possible.