

TEXTILE SOCIETY *of* AMERICA

Board Member-at-Large (*include committee)

Job Description: 2-year renewable, voting

Directors-at-Large should represent the diversity of the Textile Society of America (TSA) both geographically and professionally (academics, artists, collectors, dealers, museum professionals, independent scholars, and community practitioners). Along with the Board Officers, they work together to identify and develop and implement the strategic priorities of TSA, furthering our mission, strengthening the structure and functionality of the organization, and contributing their knowledge and skills in various ways. Directors serve on Board committees and assist in promoting membership in TSA, strengthening its core values and structure, and contributing to the building of the organization.

Board Participation: Directors participate in Board meetings, contributing to the agenda and providing their expertise and experience to Board activities. They are expected to participate in all meetings and are required to attend at least 75% of Board meetings within a two-year period. Board meetings are held in various locations, and all Board members are responsible for their own costs for attendance.

Committee Service: Directors will serve on one or more committees, including Finance, Advancement, Membership & Engagement, Ethics & Community Knowledge, Strategic Planning, Communications, Awards & Scholarships, Symposium, or Nominations and Elections, as appropriate, and may be asked to take on leadership roles. As committee chair, the responsibility is to establish the committee agenda in conjunction with the President, actively work on committee projects, communicate with committee members and the ED throughout the year, and strengthen and expand the mission of TSA and all of its programs and activities.

Responsibilities:

- Directors actively support TSA's fundraising efforts. They assist in opening doors to individual, corporate, and foundation prospects, and steward donor relationships. Directors also play an active role in fundraising. Above all, Directors act as ambassadors for TSA's mission, values, and equity commitments.
- Actively maintain contact with local, national, and international textile organizations, museums, and colleagues in their respective fields, engaging in diplomacy and extending TSA's networks for communications and support.
- Act as a conduit for gathering information for TSA publications on museum and gallery exhibitions, workshops, lectures, and other textile-related activities.
- Promote TSA at textile-related events (e.g., presentations for local weavers' guilds, textile history classes, universities, conferences, gallery openings).

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- Contribute articles and ideas for TSA publications as appropriate and pro-actively encourage others.
- Encourage or sponsor regionally focused, textile-related events. This may include arranging for TSA to co-sponsor an event that has already been organized.
- Participate in TSA Symposium planning, abstract review process, and other related activities, and be available to serve as a moderator for panels and sessions as needed. Directors also support the redesign of the next Symposium to align with strategic priorities.
- Directors support TSA's infrastructure initiatives, including enhanced digital platforms and Narrative Threads (formerly known as the Glossary Project, a community-informed glossary).

Candidature: TSA seeks Board members who represent the diversity of the textile field geographically and professionally, and who are committed to advancing TSA's mission and strategic priorities. Directors should possess strong communication and relationship-building skills, a willingness to apply their expertise strategically and operationally, and a commitment to equity, inclusion, and respectful partnerships.

Committees:

- ***Finance**

The Finance Committee oversees TSA's budget, reserves, and financial reporting. Members monitor organizational spending, review quarterly financial statements, and ensure fiscal policies align with best practices. They work with the Executive Director to develop the annual budget and present financial updates to the full Board.

Candidature: TSA member with experience in accounting, financial management, or nonprofit budgeting. Attention to detail and comfort with financial reports are essential.

- ***Advancement**

The Advancement Committee oversees TSA's fundraising progress, including an unrestricted campaign and Board giving policy. Members track pipeline development, support the Advancement Lead and Executive Director, open doors to prospects, and ensure 100% Board participation. They report quarterly to the full Board.

Candidature: TSA member with fundraising, development, or business development experience. Relationship-building skills and comfort with donor conversations are essential.

- ***Membership & Engagement**

The Membership & Engagement Committee drives member growth, retention, and cross-sector engagement. Members oversee outreach-based initiatives, enhance and revitalize partnerships, and support the redesign of the next Symposium. They track progress toward membership growth goals and develop strategies to increase member value and satisfaction.

Candidature: TSA member with experience in marketing, membership, community organizing, or digital community platforms. Familiarity with directory plugins (e.g., MemberPress, Wild Apricot, WordPress) and user-to-user messaging systems is preferred. A passion for building cross-sector connections is essential.

- ***Ethics & Community Knowledge**

The Ethics & Community Knowledge Committee oversees initiatives related to ethical practice, community knowledge, and shared textile knowledge infrastructure. Members guide the development of ethical principles and community-informed knowledge resources, advise on metadata and documentation standards, and help ensure Indigenous and community-led participation remains central to these efforts.

Candidature: TSA member with experience in ethics, museum studies, Indigenous knowledge, digital humanities, or information science. Technical familiarity with metadata standards, APIs, or controlled vocabularies is strongly preferred. Commitment to equity and community-led practice is essential.

- ***Strategic Planning**

The Strategic Planning Committee tracks progress on TSA's three strategic goals, prepares annual progress reports, and identifies emerging opportunities or risks. Members coordinate cross-committee work, ensure alignment across initiatives, and lead the strategic refresh. They report to the full Board on goal attainment and long-term planning.

Candidature: TSA member with strategic planning, governance, or organizational development experience. A big-picture mindset and ability to synthesize across committees is essential.

- ***Communications**

The Communications Committee oversees TSA's newsletter, social media, website, and brand voice. Members ensure consistent, human communication that rebuilds trust and

amplifies TSA's strategic priorities. They support the Executive Director in shaping messaging for membership engagement, fundraising campaigns, and public-facing content.

Candidature: TSA member with experience in communications, marketing, journalism, or public relations. Strong writing skills and attention to brand voice are essential.

- ***Awards & Scholarships**

The Awards & Scholarships Committee oversees TSA's established awards, scholarships, and grants, including but not limited to:

- R. L. Shep Memorial Book Award
- Research Travel Grant
- TSA Symposium Scholarships and Financial Aid Programs
- Other Board-approved awards, scholarships, and grants

Members review nominations, select recipients, and ensure award processes are equitable and transparent. They also explore opportunities to expand recognition programs that celebrate excellence and innovation in textile scholarship and practice.

Candidature: TSA member with experience in academic or artistic awards, grantmaking, or review processes. Attention to detail and commitment to equity are essential.

- ***Symposium**

The Symposium Committee plans and executes TSA's next symposium, including program development, speaker selection, logistics, and attendee experience. Members work to redesign the next Symposium.

Candidature: TSA member with experience in event planning, conference programming, or logistics. Organizational skills and creative problem-solving are essential.

- ***Nominations & Elections**

The Nominations and Elections Committee recruits and vets Board candidates, develops the annual slate, and oversees the election process. Members ensure the Board reflects the diversity of TSA's community and that governance processes are transparent and equitable. They also support Board orientation and succession planning.

Candidature: TSA member with experience in governance, recruitment, or leadership development. Commitment to diversity and equity in leadership is essential.