

| Board | All Staff | Communications & Relationships Lead | Programming Lead | Operations & Development Lead | |
|---|--|--|---|--|---|
| <p>Board</p> <ul style="list-style-type: none"> Evaluating and making any changes to mission, vision, values Approving EENC policies Proposing by-law changes to later be approved by the membership Approving the strategic plan Approving the annual budget Making major financial decisions (ex: endowment, planned use of reserves) Committee Chairs hold decision-making guidance and goal-setting responsibilities for led committees | <p>All Staff + Board</p> <ul style="list-style-type: none"> Determining and implementing strategic plan goals and objectives Evaluating EENC's values in action Making plans that impact EENC's overall direction and operations Evaluating permanent organization-level mergers/expansion Evaluating staff (Board committee) Finalizing budget for staff pay and benefits Hiring Staff (Board Committee): Job descriptions, hiring process, selecting hiring committee, selecting final candidate Annually review this Decision Making Map | <p>CRL + Board Committee</p> <ul style="list-style-type: none"> Targeted membership recruitment and retention planning Developing and managing membership benefits and structure with Board approval CRL decision-making support and guidance for assigned liaison committees "Big picture" communications decisions (branding + urgent strategy) – President's committee | <p>PL + Board Committee</p> <ul style="list-style-type: none"> Planning "big picture" elements of the conference, such as theme, keynote, strands PL decision-making support and guidance for assigned liaison committees | <p>ODL + Board Committee</p> <ul style="list-style-type: none"> ODL and Treasurer make minor financial decisions (ex: moving money between money market and checking) Evaluating whether or not to accept donations from potentially questionable sources ODL gives decision-making support and guidance for assigned liaison committees Ensure legal and regulatory compliance for the organization (taxes, audits, solicitation license, non-profit regulations, etc.) ODL + Development Committee finalize development plan | <p>Board</p> |
| | <p>All Staff</p> <ul style="list-style-type: none"> Determining and implementing strategic plan strategies; ranking project priority Contributes to design of development plan Planning staff representation/ travel Planning staff pay and benefits Establishing and negotiating out-of-state and affiliate programming, communications, and development partnerships Collaborate on fundraising events (non-campaign focused) | <p>CRL</p> <ul style="list-style-type: none"> Newsletter content and design Managing partnerships and projects to implement the strategic plan Managing and growing EENC brand Making expenditures within budget Content generation and management Membership management and recruitment strategy design and implementation Software and database management changes and policies Propose, monitor, and manage departmental budget with support from ODL and Treasurer Scheduling CRL working hrs and time off | <p>PL + CRL</p> <ul style="list-style-type: none"> Marketing programs – coordinate delegation; work together Communication campaign planning and implementation (conference and events) | <p>ODL + CRL</p> <ul style="list-style-type: none"> Implementing development plan Communication campaigns planning and implementation related to development Support and steward EENC's donors and sponsors; expand network CRL supports comms-related grants Finalizing communications, development, and membership budget | <p>Communications & Relationships Lead</p> |
| | | | <p>PL</p> <ul style="list-style-type: none"> Planning, implementing, and evaluating programming guided by mission, vision, values, and the strategic plan Planning and implementing conference logistics Establishing in-state event-related partnerships and projects Propose, monitor, and manage departmental budget with support from ODL and Treasurer Sharing EENC-developed courses/ materials outside of North Carolina Scheduling PL working hrs and time off | <p>ODL + PL</p> <ul style="list-style-type: none"> PL supports program-related grants Finalizing program budget – planning income for EENC, costs for participants, budget for expenses Establishing (ODL+PL) and managing (PL) out-of-state program-related partnerships | <p>Programming Lead</p> |
| | | | | <p>ODL</p> <ul style="list-style-type: none"> Managing and participating in partnerships and projects with fiscal significance at the state, regional, and national levels Lead drafting of annual budget Making expenditures within approved budget Designating and overseeing routine business operations policies and procedures Prioritizing, writing, and managing grants; leading general grants and collaborating with staff to plan project-specific grants Development and implementation of fundraising campaigns and strategies Scheduling ODL working hrs and time off | <p>Operations & Development Lead</p> |



Environmental Educators of North Carolina

EENC Decision Making

This chart maps out who has the primary and/or final say in decision making around the listed topics. Additional feedback, input, ideas, and collaboration may be sought out by the decision maker, but is not required if the decision is listed under a single individual or group. For joint decisions, all listed parties must be included in the decision-making process and come to a final decision as a group, with no one entity inherently holding more power over another. For decisions around topics not listed, the individual or entity who is most impacted by the decision/issue will have the lead in making the decision.