

## **ARIN Board of Trustees – Expected Qualifications and Responsibilities**

**V0.14 – 24 May 2018**

The role of the ARIN Board of Trustees is to help further the mission of ARIN ([https://www.arin.net/about\\_us/overview.html](https://www.arin.net/about_us/overview.html)). By providing strategic direction and oversight of ARIN's Internet numbers registry, the Board helps guide ARIN in fulfilling its mandate to manage the registry as a key public resource for the benefit of the operator community.

As a member of the ARIN Board of Trustees, it's your responsibility to:

- Guide ARIN's strategic direction and Mission
- Oversee ARIN's Policy Development Process and ensure that policies developed adhere to the process while providing appropriate risk management
- Be accountable to the ARIN membership and the ARIN community
- Approve objectives and evaluate the performance of the Chief Executive Officer
- Develop and approve ARIN's strategic plan, operating plan, and annual budget
- Oversee ARIN's operating and fiscal performance
- Serve on committees and attend Board meetings regularly

### Desired Skills and Experience

ARIN seeks individuals who have significant background/education or relevant experience in the following areas:

- Demonstrated leadership experience
- Relevant board experience, to include an understanding of and experience with board governance in the not-for-profit and/or for-profit sectors
- Experience in related industry sectors, e.g. Internet or Telecommunications
- Finance, accounting, and audit experience
- Investment management and performance oversight experience
- Experience dealing with legal or risk management situations
- Solid understanding of ARIN's Mission and role in the Internet ecosystem
- Ability to understand risks, opportunities, and external and internal issues that may affect ARIN
- Solid understanding of the duties and responsibilities of Trustees
- Ability to listen and be open to others' perspectives
- Ability to ask pertinent questions to help foster mutual understanding
- Ability to synthesize and build consensus
- Ability to articulate a point of view with objective reasoning

ARIN as an organization has an annual budget of approximately 23 million USD with a staff count of over 80 individuals. Trustees should have relevant experience to the size and scope of the organization.

## Time Commitment

Serving as a Trustee is a significant time commitment. Trustee workload varies from year to year; however, an overview of time required is as follows:

- Attend monthly Board meetings generally held as follows:
  - January in-person meeting (1.5 days)
  - April ARIN Public Policy and Members Meeting (2.5 days)
  - August in-person strategic planning session (2 days)
  - October ARIN Public Policy and Members Meeting (2 days)
  - Monthly teleconferences all other months (1-2 hours)
- Committee work, generally held by teleconference, varies based on workload
- Approximately 1-2 hours a week for Board work preparation and reviewing/responding to Board correspondence
- Represent ARIN at 1-2 other Regional Internet Registry meetings (optional)
- Attend 1-2 ARIN on the Road (AOTR) meetings (optional)
- Attend governance meetings such as those held by the Internet Governance Forum (IGF) (optional/where needed)
- Attend Caribbean meetings such as those held by the Caribbean Association of National Telecommunication Organizations (CANTO) and the Caribbean Telecommunications Union (CTU) (optional)

Trustees are not remunerated for their time but are reimbursed for their travel and related expenses. For further details, please review the Board Travel Policy ([https://www.arin.net/about\\_us/bot\\_travel.html](https://www.arin.net/about_us/bot_travel.html)).

## Conflict of Interest and Eligibility

Trustees have a fiduciary obligation to ARIN and thus should consider, prior to applying, any relationships (business or personal) that may give rise to significant conflicts of interest (such that the Trustee would not be able to regularly execute their duties).

The ARIN Board has adopted a formal Nomination and Appointment Conflict of Interest List (<https://www.arin.net/participate/elections/conflicts.html>) that precludes serving as a Trustee while serving in certain capacities at other Internet-related organizations.

ARIN Trustees are expected to be able to travel to ARIN Public Policy and Members Meetings and ARIN Board Meetings which are held throughout the ARIN Service Region. The timing of and location of these meetings is generally published well in advance. ARIN Trustees may also be invited to travel to meetings that are held internationally.

ARIN Trustees are not required to be members of ARIN.

ARIN is incorporated in the Commonwealth of Virginia. Trustees must be eligible to serve under state and federal laws.