Forest County Potawatomi
Position Classification and Description

POSITION TITLE: Potawatomi Ventures Board Member
CLASSIFICATION: N/A
DEPARTMENT: Executive Council

The Potawatomi Venture's Board currently has four openings. If you are interested, please send an updated resume and cover letter to: Svetlana.Zhgenty@fcp-nsn.gov, no later than September 30, 2026.

Position Summary:
As directed by the Executive Council, the Potawatomi Ventures Board Member will support the work of the Potawatomi Ventures and provide mission-based leadership and strategic governance. While day-to-day operations are led by Potawatomi Ventures' Chief Executive Officer (CEO), the Board Director and CEO relationship is a partnership, and the appropriate involvement of the Board Director is both critical and expected.

This list of duties and responsibilities is illustrative only of the tasks performed by this position and is not all-inclusive.

Essential Duties & Responsibilities:
- Serve as trusted advisor to CEO through development and implementation of Potawatomi Ventures strategic plan.
- Define CEO's responsibilities. Provide guidance and support in order to improve the overall performance of the CEO.
- Review outcomes and metrics created by Potawatomi Ventures for evaluation, its impact, performance, and effectiveness.
- Approve Potawatomi Ventures' annual budget, audit reports, and material business decision; being informed and/or meeting all legal and fiduciary responsibilities.
- Partner with CEO and other board members to ensure that board resolutions are carried out.
- Represent Potawatomi Ventures to stakeholders; act as an ambassador for the organization.
- Formulate the rules of governance, establishing the methods for oversight and determining an outcome.

Minimum Qualifications:
- Bachelor's degree in Marketing or Business Administration. A Master's Degree and/or Juris Doctorate are preferred, but not mandatory. Native American preference.
- At least 5 years of experience in business management, or in government leadership is necessary; relevant life experiences and accomplishments are also considered important and valuable.
- Awareness about the changing trends in the world of finance and business is highly

imperative.
- Security clearance with the Federal Government is preferred

Potawatomi Ventures' Board Directors will serve a three-year term to be eligible for re-appointment. Board meetings will be held monthly, or as needed. Committee meetings will be held in coordination with full board meetings. Board Directors are compensated for their efforts.

See https://www.potawatomiventures.com/ for general information about Potawatomi Ventures.