

EO WOMEN COMMUNITY LEAD POSITION DESCRIPTION

Lead Mission:

The Tier 3 Community Lead role exists to enhance the EO member experience by fostering deep belonging within global communities. In partnership with a professional staff counterpart, the Lead drives EO's global community engagement, growth, and impact, delivering a world-class experience through strategic alignment and effective execution. The role includes overseeing a functional team, leading events, and ensuring members feel connected and supported.

EO Women is an EO Community that empowers and supports women entrepreneurs in their unique journeys of success. This community has built a collaborative, diverse, and supportive network that provides platforms for networking, mentorship, and knowledge-sharing tailored to the challenges faced by women as entrepreneurs.

EO Women also plays a key role in helping EO attract and support more women across the global network, ensuring diversity in membership continues to broaden and thrive. Members benefit from access to female-led events, peer-to-peer learning, and resources designed to foster leadership and personal growth.

Qualifications :

- Must be an active member in good standing.
- Must showcase EO's core values and leadership principles.
- Demonstrated experience as a highly engaged ("super user") member of the community being led.
- Strong leadership and diplomacy skills; comfortable serving as the "face of" a global peer community.
- Ability to foster inclusion, collaboration, and belonging across a diverse network.
- Alignment with EO's mission to unlock the full potential of entrepreneurs.

Term and Time Commitment:

- **Term:** The term for a Lead is one fiscal year with the opportunity to reapply for a second year.
- **Time Commitment:** On average 15 hours per month, with fluctuations depending on community activities.
- **Meetings & Events:**
 - Monthly team calls with functional and/or sub-community leads (Industries).
 - Monthly meetings with Community Leads and the Product Portfolio.
 - Quarterly community webinars.
 - Regular virtual and in-person community events, including a possible in-person summit.
- **Travel:** 2-3 trips per year for leadership training and/or community events.

Leadership Competencies:

Cultivating Healthy Teams

- Build a vibrant culture rooted in connection, collaboration, and EO values.
- Manage a functional team of leaders, establishing clear accountability and follow-up.
- Mentor and collaborate with the Lead-Elect to ensure smooth leadership transition.

Delivering Impactful Results

- Drive member engagement, event quality, and cross-community collaboration.
- Lead the annual event planning cycle, ensuring alignment with EO standards and Code of Conduct.
- Ensure community KPIs are met, including member growth, attendance, engagement, and satisfaction metrics.

Leading Authentically

- Represent EO values as the face of the community, promoting inclusivity, kindness, and belonging.
- Uphold EO's Code of Conduct and policies, ensuring a safe environment.
- Communicate clearly and directly with stakeholders, engaging in honest conversations when needed.
- We Lead. We Serve. We Co-Create.

Applying and accepting a PoL role may require that you choose between the PoL role and being an EO trainer or facilitator. **Per EO's Conflict of Interest Policy, Tier 3 member leaders will be reviewed on a case-by-case basis to determine potential conflict of interests under the policy.** For questions, please contact pol@eonetwork.org

