The following criteria are expected of all CARA Board members:

- Upon acceptance to the board, and prior to the first board meeting, must be a CARA member in good standing.
- Active participant in the Chicago area running community.
- Will attend at least 75% of board meetings, typically held on the second Thursday of each month (8-10 meetings a year).
- Attend additional special meetings as needed.
- Will lead or serve on a minimum of one committee of the board during tenure as a board member.
- Will contribute at least $500 annually as a financial commitment to CARA OR run for Team CARA as a charity fundraiser and meet all minimum fundraising requirements of such, but no less than $1,000. This is a donation above the basic membership dues.
- Volunteer for CARA programs, events and/or support roles a minimum of 12 (twelve) hours per year, in addition to board of directors and committee meetings. Volunteer hours should include a minimum of one function outside of training program site coordinator or group leader.