

Board Member Role Description

Authority and Responsibility

The Board of Directors is legally responsible for the Society of St. Vincent de Paul on Vancouver Island. As a member of the Board of Directors, a Director acts in a position of trust and responsibility for the effective governance of the Society.

Position Title

Director of the Board

Term

3 year term, with a maximum 2 consecutive terms

Requirements and Abilities

- Must be a voting member of the Society
 - Member of an Aggregated Conference for a minimum three months
 - Attends regular Conference meetings
 - Contributes to Conference activities
 - Has his or her application for Conference membership approved by a majority vote of Conference members.
- Conflict Resolution skills
- Meeting skills

Key Responsibilities

Participate in:

- **Decision making at Board meetings and abiding by decisions made at the Board**
- Maintaining Confidentiality
- Setting broad policy direction for St. Vincent de Paul
- As part of the Board, providing support and direction for the Executive Director to manage SVDP programs and services
- Determining the SVDP mission and purposes
- Ensuring effective planning including strategic planning
- Enhancing the SVDP public image by involvement in SVDP events
- Ensuring adequate resources to achieve mission and goals of SVDP
- At least one SVDP Board Committee
- SVDP sponsored events such as St. Vincent de Paul Awareness Week, advocacy and public relations.

Duties

Prepare for meetings and regular attendance at Board and committee meetings

Complete tasks you accept

Follow SVDP policies

Participate in:

- Monitoring SVDP programs and services through Executive Director and Program Manager reports, external reports and input from stakeholders
- Assessing Board performance regularly
- Accreditation activities as required