

President 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

President of the Board

Term

3 year term, with a maximum 2 consecutive terms

Requirements and Abilities

In addition to a Director:

- Ability to lead a group of members and work as a team with the senior staff
- Experience as a Board Director and Officer is helpful but not required
- Meeting chairing/facilitation skills and procedural rules of order (Roberts)
- Conflict resolution facilitation
- Public speaking/media relations an asset

Key Responsibilities

In addition to Director responsibilities:

- Chair Board and Particular Council Meetings
- Provide leadership with Board, Particular Council and Executive Director
- Facilitate participation and development of all Board members
- Primary supervisory/reporting relationship for the Executive Director
- Oversee planning for the Society

Duties

In addition to Director duties:

- Prepare the Board and Particular Council agenda and information package with the Executive Director
- Spokesperson for the Board
- Chair at public meetings and events including the AGM, special meetings of the membership
- Ex-officio member of all Board committees
- Work closely with the committee chairs to monitor progress, committee activities and effectiveness
- Act as a signing authority
- Exercise general supervision of the Executive Director in the day to day management of the Societies affairs, including the selection of all management staff

Passed by Board: September 18, 2006