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| Policy Title: | BOARD POLICY – GOVERNANCE DELEGATION OF AUTHORITY |
| Intent of the Policy: | To ensure appropriate delegation of authority from the Board of Directors to the Executive Director |
| Policy: | <p>The St. Vincent de Paul Board of Directors provides strategic direction for the legal and ethical provision of services and support for the clients/participants of SVDP. The Board exercises its authority through broad policy direction and delegation of authority to the Executive Director.</p> <p>The scope of the authority delegated to the executive director is defined by broad policy and may be extended or curtailed at any time through subsequent Board policy.</p> |
| Procedure: | <p>The Executive Director is responsible for and authorized to:</p> <ol style="list-style-type: none">1. Develop all operating plans, budgets, policies and procedures.2. Safeguard the Society against undue risk.3. Allocate human, financial, capital, and technological resources within approved financial limits while maintaining the long-term fiscal health of the Society. This includes responsibility to:<ol style="list-style-type: none">a. Bring to the attention of the Board, the need for special and exceptional expenditures not included in the budget; andb. Employ staff members within the classifications and salary ranges approved by the Board.4. Manage the delivery and evaluation of all programs and services and ensure the effective and efficient delivery of services for clients/participants, their families and the community.5. Implement the strategic plan developed by the board of Directors and monitor and report on operational and financial performance.6. Manage relationships with key stakeholders, including funders, donors, volunteers, clients/participants families or caregivers.7. Perform all the duties in a lawful and ethical manner, in accordance with the mission, vision and values of the Society, as well as accepted business practices and established professional and service standards.8. Attend Board and Particular Council meetings.9. Report to the Board on a regular basis as required through Board |

THE SOCIETY OF ST. VINCENT DE PAUL
OF VANCOUVER ISLAND
POLICY MANUAL

GOV002

policy.

10. Provide the Board with the information to govern effectively, make informed decisions, and monitor the overall performance of the Society of St. Vincent de Paul.

References:

- Executive Directors Job Description
- Board and Executive Director Relationship Policy (Section 7)
- CARF Accreditation Standards - Leadership

Audit:

- Executive Directors Report
- Board Committee Report
- External Report
- Financial Report

Passed by Board:
September 18, 2006