



January 2020

## **President**

### **Role Statement**

The president provides leadership to the Board, ensures the integrity of the Board's process and represents the Board to outside parties. The president co-ordinates Board activities in fulfilling its governance responsibilities and facilitates co-operative relationships among the Directors. The president ensures the Board discusses all matters relating to the Board's mandate.

### **Responsibilities**

#### **Agendas**

Establish agendas aligned with annual Board goals and preside over Board meetings. Ensure meetings are effective and efficient for the performance of governance work. Ensure that a schedule of Board meetings is prepared annually.

#### **Work Plan**

Ensure that a Board work plan is developed and implemented that includes annual goals for the Board and embraces continuous improvement.

#### **Representation**

Serve as the Board's and Corporation's primary contact with the public. Make every effort to attend members' activities where possible.

#### **Reporting**

Report regularly to the Board on issues relevant to its governance responsibilities. Prepare messaging for the corporation's in-house communications newsletter. Prepare Annual Report to the membership.

#### **Board Conduct**

Set a high standard for Board conduct and enforce policies and Bylaws concerning Directors' and Members' conduct.

#### **Mentorship**

Serve as a mentor to other Directors. Ensure that all Directors contribute fully. Address issues associated with underperformance of individual Directors. Present orientation program to new board members at the beginning of each term or with any new Director (review responsibilities, duties, schedules, etc.)

**Succession Planning**

Ensure succession planning occurs for the Board. Identify and seek perspective candidates with current directors to fill positions.

**Committee Membership**

Serve as a member on all Board committees. Provide input and guidance when required.