

Volunteer Role Description for Board Members

Position: Board Member (volunteer)
Time commitment: Five hours/month (meetings, preparation, consultation)
Term: 2-year terms

Accountability

The Board of Directors is collectively accountable for the performance of Easter Seals Nova Scotia in relation to its mission and strategic objectives, and for the effective stewardship of financial and human resources.

Authority

Individual board members have no authority to approve actions by the organization, to direct staff, or to speak on behalf for the association, unless given such authority by the board.

Responsibility

Board members are responsible for acting in the best long-term interests of Easter Seals Nova Scotia and its community, and will bring to the task of informed decision-making, a broad knowledge and an inclusive perspective.

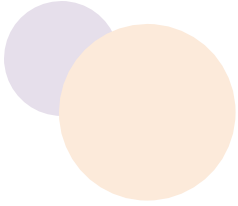
General Duties

Every member of the Board of Directors, including the Board's officers, is expected to do the following:

- Prepare for, attend, and participate in board meetings
- Work as a team member and support board decisions
- Assist in the development of the 3-year Strategic Plan for 2023-2025
- Monitor the performance of the organization in relation to objectives and core values
- Approve the budget and monitor financial performance in relation to it
- Abide by the by-laws, code of conduct and other policies that apply to the board
- Establish, review and monitor policies that guide core operational practices (eg. financial management, human resource management)
- Participate in the recruitment of new board members
- Support fundraising initiatives of the organization, both financially and through direct involvement/volunteering
- Participate in committee work
- Attend and participate in the Annual General Meeting
- Keep informed about community issues relevant to the mission and objectives of the organization

We believe that the expertise of persons from diverse backgrounds and lived experiences contribute to our vision of creating a world where everyone is included and we encourage those from underrepresented communities to apply.





**More
than Able**

Name: _____

Address: _____

Phone: _____ Cell _____

Email: _____

DIRECTORS' SKILLS AUDIT

To be filled in by members of the Board and used as part of the induction process for any new director as well as to inform succession planning.

1. What kind of expertise do you consider you bring to the Board?

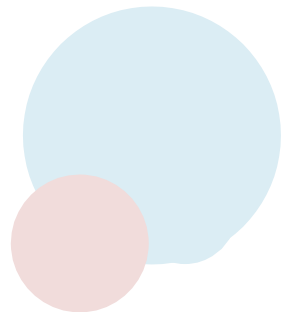
DIRECTOR'S GRADING OF THEIR EXPERTISE				
	N/A	Have some knowledge	Good current hands-on experience	Expert in this area
GOVERNANCE/ORGANIZATIONAL RELATED				
Board Governance Director Experience				
Business development				
Communications				
Disability and discrimination issues				
Financial, especially charity accounting				
Fundraising (all sources)				
Event Management				
EDIA policy development and knowledge				
Human Resources				
Information Technology				
Legal (charity, company, employment, H&S)				

	N/A	Have some knowledge	Good current hands-on experience	Expert in this area
Marketing (inc events)				
Media/PR				
Program Evaluation				
Strategic Planning				
Policy Development				
Political and parliamentary advocacy				
Property acquisition and management				
ORGANIZATION SPECIFIC SKILLS				
Health case management				
Accessibility legislation				
Employment Support and Coaching				
Planned Giving				

2. What other experience or skills do you feel you offer?

3. Are there any areas of Easter Seals' work you have a particular interest in and/or would like to become more involved in?

4. What motivated you to become a director of Easter Seals?



Please scan and return application to:

joannebernard@easterseals.ns.ca