

## Dignity Seniors Society Board Member Position Description

Position Title: Member of the Board of Directors – Director at Large

Length of Term: Two years (renewable)

Reports To: Entire Board of Directors

The board of directors is legally and ethically responsible for all activities of the organization. To that end it:

1. Determines how the society will carry out its mission through long and short-range planning
2. Adopts an annual budget and provides fiscal oversight
3. Recruits, orients, and develops board members
4. Evaluates its performance and overall performance of the society in achieving the mission
5. Establishes policies for the effective management of the society
6. May hire and evaluates the performance of an executive director

### Responsibilities:

- Attends board meetings and attend any appropriate committee meetings
- May lead a project, working group or committee to do the work of the Board
- Understand and promote the society's mission
- Be familiar with the society's programs, policies, and operations
- Participate in any special events relevant to the society
- Strictly adhere to conflict of interest policies
- Strictly adhere to confidentiality policies

### Time Demands (approximate):

- Attend and actively participate in at least 3 board meetings per annum (approximately 2 hours in length)
- Attend and actively participate in committee meetings and related work (2-5 hours per month as determined by the committee)
- Attend and actively participate in the annual strategic planning meeting (1 full day)
- Attend and actively participate in the annual general meeting (AGM - approx. 3-4 hours)
- Attend special events such as fundraisers and ground-breaking ceremonies (2 fundraisers per year recommended)
- Attend new board member orientation (approx. 3-4 hours)