

Role Description – Director

Job Purpose	In accordance with the constating documents, the Board Charter and this role description, govern and act honestly, in good faith, in viaSport's best interests, and in accordance with the B.C. Societies Act and the regulations, thereby assisting the organization in realizing its mission and meeting its stewardship obligations.
Job Responsibilities	<p>The Director shall exercise the level of expertise and judgment that can reasonably be expected from someone with their knowledge and experience. Directors with specialized skills and expertise are expected to apply them effectively to board-related matters. The Director, in collaboration with the rest of the board, will:</p> <ul style="list-style-type: none"> • Employ, manage, and evaluate the performance of the Chief Executive Officer; • Establish the organization's strategic direction and priorities; • Establish governance policy, in alignment with the Governance and Policy Frameworks and management performance expectations; • Review and approve governance policy in alignment with the Policy Framework; • Identify and manage organizational risks; • Manage the financial health of the organization; • Monitor and evaluate organizational performance; and, serve in the role of Chair, Vice Chair or Treasurer (as appointed). • Attend quarterly Board Meetings • Support and participate in special events when possible. • Serve on one standing Board Committee and attend Committee's quarterly meetings. • Serve on Special Board Committees if and as needed. • Follow through on assignments.
Appointment & Tenure	Appointment and tenure in accordance with the Society bylaws.
Time Commitment	An estimated commitment of up to 5 hours per month plus attendance at (i) each relevant Board Committee meeting; (ii) each Board meeting and (iii) if and when required, one overnight board meeting per year.
Compliance with policies, including Conflict of Interest	The Director must ensure understanding of and compliance with all relevant Society policies and any provisions related conflicts of interest and disclosure any matters that could compromise their ability to perform as a Director.

Personal Abilities & Skills	<p>The Director should ideally have the following knowledge, skills and/or experience:</p> <ul style="list-style-type: none"> • Ability to see the big picture and adopt a long-term stewardship approach. • Capable of providing informed viewpoints, rationally consider opposing ideas and seek out information in order to improve understanding and inform decision making • Ability to distinguish between the roles of governance and management • Understanding of the organization's relationship with key stakeholders • Strong interpersonal and communication skills • Ability to interpret financial statements • Commitment to the organizational values • Ability to maintain confidentiality
Qualifications and Experience	<ul style="list-style-type: none"> • Experience in a leadership position. • Experience serving on a non-profit governance board. • A familiarity with the laws and regulations governing non-profit organizations.
Knowledge and Skills	<ul style="list-style-type: none"> • Excellent knowledge and working familiarity with the society's constitution, bylaws, policies, and procedures. • Strong interpersonal and communication skills, comfortable with public speaking. • Effective managerial abilities and the capacity to delegate and collaborate with board members. • Capability to preside over executive, board and general meetings. • Good decision-making abilities. • Experience of planning and operations. • Sound financial management skills.
Safeguarding	<p>The Director will need to complete, at a minimum, the following:</p> <ol style="list-style-type: none"> (1) Enhanced Criminal Record Check. (2) "Commit to Kids" training. (3) Signed Statement of Confidentiality.

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