

STANLEY PARK ECOLOGY SOCIETY

Board Member Job Description		
Initial Approval: 2005-04-30	Last Review: --2021-04-21	Revision Approval:2021-04-21

AUTHORITY/RESPONSIBILITY:

The Board of Directors is the legal authority for The Stanley Park Ecology Society.

As a member of the Board, A Director acts in a position of trust for the community and is responsible for the effective governance of the organization.

QUALIFICATIONS/SKILLS:

Knowledge and skills in one or more areas of Board governance: policy, finance, programs, and/or personnel.

TERM:

Directors are elected by the membership at the Annual general meeting. Directors serve for a two-year term. Directors may be re-elected for an indefinite number of terms.

UPON JOINING THE BOARD, YOU AGREE TO:

- Respect the confidentiality of information regarding the organization, its staff, and its operations.
- Commit to the mission of the organization
- Actively participate in the work of the Board
- Attend Board meetings and strategic planning sessions
- Commit an average of at least six hours per month
- Attend the Annual General Meeting
- Be informed of the services provided by SPES and publicly support them
- Prepare for and participate in the discussions and the deliberations of the Board
- Be aware and abstain from any conflict of interest
- Maintain an active membership in the Society

MAJOR DUTIES:

The major duties of the Board of Directors are described in the Terms of Reference.

Each and every Board member is responsible for the governance of the Society. Board members are recruited because they have expertise in particular areas.

IN ORDER TO ACHIEVE EXCELLENCE, THE DIRECTORS AGREE TO:

- Attend Board meetings [SPES Bylaws 5.15 A director is deemed to have resigned if: a) the director is absent from three consecutive Board meetings when not on a Leave of Absence and without an excuse considered sufficient by a majority of the Board]
- Review all materials in advance of the meeting
- Participate actively in the meetings by asking questions to clarify issues; expressing views, challenging and voting in the best interests of the Society
- Respond to requests for information and feedback promptly
- Complete tasks or assignments you accept
- Abide by and support the decisions of the Board (formal opposition may be registered in the minutes however your obligation to support the decision outside the Board meeting remains the same)
- Employ your skills and expertise for the benefit of the Society
- Ask for the information, training and support you need to carry out your duties
- Voluntarily resign your position if you are unable to fulfill your responsibilities

I hereby grant full permission to the Stanley Park Ecology Society for the Free use of any photographs, video footage or written materials collected over the duration of my term as a Board Member to be used for promotional purposes and/or volunteer training by the Society.

I have read the Terms of Reference and Job Description and understand and accept my role and responsibilities as a Board Member.

Board Member Digital Signature:

Date: ___/___/___