



DOWN SYNDROME ASSOCIATION
NATIONAL CAPITAL REGION

ASSOCIATION SYNDROME DE DOWN
RÉGION DE LA CAPITALE NATIONALE

Board Member

Accountability

The Board of Directors is collectively accountable to the Association's members, community, funders and other stakeholders. They are accountable for the Association's performance 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 Association or to speak on behalf for the Association unless given such authority by the board.

Time Commitment

Six hours a month (board meetings, preparing for board meetings, participating in committees and attending special events)

Term of Office

Two-year term, renewable

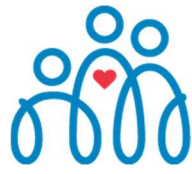
Responsibility

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

Primary Duties

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

- Prepare for and participate in board meetings
- Contribute to the work of the board by being a member of at least one board committee
- Listen to others' views, advocate their own, identify common interests and alternatives, and be open to compromise
- Support governance decisions once made
- Abide by the by-laws, code of conduct, conflict of interest and other policies that apply to the board



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- Participate in the approval the annual budget and monitor the financial performance of the Association in relation to it
- Participate in the evaluation of the board itself (annual board self-evaluation)
- Attend and participate in the Annual General Meeting
- Be an ambassador for the Association – ensure ones involvement is known within their own network of friends and contacts.
- Attend and participate in major events of the association
- Keep informed about community issues relevant to the mission and objectives of the Association

Qualifications

All board members need to hold an active membership of the Association.

The following are considered key qualifications:

- Commitment to the Association’s mission and strategic directions
- A commitment of time
- Knowledge or willingness to acquire such knowledge of the community
- Openness to learning

Evaluation

The performance of individual directors is evaluated annually in the context of the evaluation of the whole board and is based on the carrying out of duties and responsibilities as outlined above.

Removal of a Board Member

A director may be removed from the board, by majority vote, for acting against the objects of the Association to the detriment of the Association. Being absent from three consecutive board meetings without notice and reasonable cause will result in the board member being asked to voluntarily resign his/her position.