



## **BOARD MEMBER (DIRECTOR) Job Description**

### **AUTHORITY/RESPONSIBILITY:**

The Board of Directors is the legal authority for the OCA and shall have authority to exercise all powers between Annual and Special meetings, except to change the Bylaws. As a member of the Board, a Director acts in a position of trust and is responsible for the effective governance of the organization.

### **TERM:**

Directors are elected by the membership by secret ballot prior to each Annual General meeting and confirmed at the AGM. Elections may be held by mail, electronically, or by other means approved by the Board of Directors. Directors serve for a three-year term up to a maximum of 9 years.

### **REQUIREMENTS:**

- Voting member in good standing of the Association for three consecutive years immediately prior to election
- Commitment to the work of the organization
- Attendance at regular Board meetings (approximately 4-5 per year), board training and planning sessions, the AGM, and ad hoc meetings and teleconferences as necessary
- A time commitment of 10 - 15 hours per month (includes Board preparation, meeting time, electronic communication, etc.)

### **MAJOR DUTIES:**

- Governing the OCA according to the governing legislation and policies developed by the Board
- Establishing and upholding the mission, vision, goals, objectives and priorities of the OCA
- Establishing the terms of employment, remuneration and duties of the Chief Executive Officer and evaluate the performance of the Chief Executive Officer
- Recommend, be knowledgeable of and comply with the Policies of the Board
- Being accountable to the members for the services provided and funds expended
- Prepare for and participate in the discussions and the deliberations of the Board
- Foster a positive working relationship with other Board members, and other chiropractic organizations

### **PROFILE:**

The ideal candidates will have a broad understanding of the chiropractic community in Ontario, understand and celebrate that the OCA is made up of members with varying practice styles and approaches, and be able to act in the best interests of the OCA and the profession as a whole. They will have broad experience including in practice, be current with the state of the profession and health care generally, and apply the principles of professional, evidence-informed, patient-centered care. They will have demonstrated leadership within their community and be well respected by their colleagues. They will demonstrate an ability to listen well and to engage in meaningful dialogue. Above all, they will be dedicated to the advancement of the chiropractic profession in Ontario.