

## Board Chair Profile

**PURPOSE:** The Board of Directors is the legal authority for Circle of Care.

**As Director** – acts in a position of trust for the community and is responsible for the effective governance of the organization.

**As Chair** – presides at all meetings of the Board and Executive/Nominations Committee. The Chair is appointed by resolution of the Board for a term of two (2) years and is eligible for re-appointment for one additional two (2) year term.

**As Officer** – a member and Chair of the Executive/Nominations Committee, member of the Finance & Audit Committee.

## RESPONSIBILITIES

### The Board Chair Shall:

- ▶ Preside at all meetings of the Corporation and, in co-operation with the CEO, prepare agendas and confirm materials for all Board and Members' meetings.
- ▶ Ensure Board-approved rules of order are followed during all meetings of the Corporation.
- ▶ Act as official representative of the Board and as senior volunteer spokesperson of the Corporation.
- ▶ Have voting rights in all Committees.
- ▶ Act as a liaison with all Committee chairs.
- ▶ Be a signing officer of the Corporation.
- ▶ Ensure that all officers understand and carry out their duties.
- ▶ Have one vote at all Board and Committee meetings.
- ▶ Sit as an ex-officio voting member of the Sinai Health System Board of Directors; and
- ▶ Chair the Executive/Nominations Committee.

## EVALUATION of the BOARD CHAIR

The Evaluation of the Board Chair will include:

- ▶ Insight as how effective he or she is perceived to have been in providing direction and guidance to both the Board and the CEO.
- ▶ Any areas for enhancing his or her leadership skills.
- ▶ Review the past year and assess degree of achievement of goals.
- ▶ Consider the CEO's perspective and to ensure that the priorities of the Board Chair and the CEO are aligned for the coming year.

This assessment process will be carried out by the Executive/Nominations Committee on behalf of the Board, using the Evaluation Form – Board Chair.