



CSIA Board of Directors Director at Large – Role and responsibilities

Serving on the CSIA's National Board of Directors is a rewarding experience. It is also a commitment that must be undertaken with careful consideration. The Board of Directors is responsible for the stewardship and oversight of the CSIA's management and operations, and for the highest level of decision making and legal accountability in the organization.

Directors should possess not only a keen interest in helping the CSIA to achieve its strategic objectives, but also bring with them a strong background of professional experience and skills to facilitate the Board's mandate. As the CSIA moves forward, the organization requires expertise in governance, law, business, human resources, accounting/finance, communication/social media and/or marketing.

Directors are volunteers, who do not receive any honorarium or other monetary compensation, but will be reimbursed for specified travel and meeting related expenses. Interested candidates must be CSIA Members in good standing bearing any level of certification, and be a permanent resident of the region in Canada they wish to represent.

Role and Responsibility:

The Board of Directors is responsible for the stewardship and good governance of the association as a whole; protecting assets, resources and ensuring its future. The Board and its Directors are responsible for, but not limited to the following:

- Setting the policy of the organization;
- Creating or updating the mission and vision statements;
- Approving the strategic plan;
- Monitoring the organization's operations;
- Hiring and periodically evaluating the organization's Managing Director;
- Approving the annual budget;
- Documenting policies and decisions to create an organizational memory;
- Preparing for and attending board meetings;
- Researching and discussing issues before decisions are made;
- Replacing and orienting Board members when a vacancy arises;
- Assessing their own performance as a Director through peer to peer evaluations.

Directors also have certain legal obligations known as duties, including the following:

- Take reasonable care when making decisions for the organization (duty of care);
- Act in the best interest of the organization (duty of loyalty);
- Act in accordance with the organization's mission (duty of obedience);
- Stand aside when there is a conflict of interest (recusal).

Level of Director Commitment:

Director's commitment will include:

- Attending 2 yearly meetings in May/June and November/December which are 3-4 days in duration and held at various locations across Canada;
- Attending 8-10 conference call meetings each year, not including sub-committee meetings;
- Attending various industry and membership events as deemed required;
- Participating in additional committee work of the Board as required.

Length of term:

As described by the CSIA by-laws, Directors are elected for a three (3) year term, with a possible second term, if re-elected by the members of the Region they represent.