

JOB DESCRIPTION
PEACE LIARD REGIONAL ARTS COUNCIL

Job Title: Board Member
Reporting to: The Board of the PLRAC Society

GENERAL DESCRIPTION

The Board member, as a trustee, works with the Board in governing the Society's affairs through the development, approval and evaluation of policy. As a committee member, the trustee provides planning and implementation services to the Board. The trustee may act on the Board's behalf, given Board approval through a written motion or policy.

SUMMARY OF RESPONSIBILITIES

Trustees are expected to be fully informed on organizational matters, to contribute to the debate on issues and to contribute to the Board's policy deliberations.

Trustees perform duties in the following areas:

1. attend regular meetings of the PLRAC
2. develop and evaluate framework, governance and operational policies
3. develop, evaluate and participate in the Board's activities and programs
4. review the annual budget and financial year end reports
5. serve on a standing committee or subcommittee
6. monitor public responses to the work and policies of the society
7. review the contract of employment of the executive director
8. develop and evaluate the annual three year plan
9. develop and maintain relations between the Board, the committees, the staff and service volunteers when applicable

Originally Approved: _____

Approval Date: _____

(Revised)

Renewal Date: _____

