



RIVER VALLEY SCHOOL
WONDER LIVES HERE

BOARD MEMBER (DIRECTOR)

AUTHORITY/RESPONSIBILITY:

The Board of Directors is the legal authority for the River Valley School Society.

As a member of the Board, a Director acts in a position of trust for the community and is responsible for the effective governance of the organization.

QUALIFICATIONS/SKILLS:

Knowledge and skills in one or more areas of Board governance: policy, finance, programs, and/or personnel.

TERM:

Directors are elected by the membership at the Annual General Meeting. Directors serve for a two-year term. Directors may be re-elected for two additional terms.

REQUIREMENTS:

- Commitment to the work of the organization;
- Knowledge and skills in one or more areas of Board governance: policy, finance, programs, and/or personnel;
- Willingness to serve on at least one committee and actively participate;
- Attendance at monthly Board meetings;
- A time commitment of ten to fifteen hours per month, (includes Board preparation, meeting and committee meeting time);
- Attendance at Annual General Meeting;
- Be informed of the programs provided by River Valley School and publicly support them;
- Prepare for and participate in the discussions and the deliberations of the Board;
- Be aware and abstain from any conflict of interest.

MAJOR DUTIES:

- Governing River Valley School by the broad policies developed by the Board;
- Establish overall long and short-term goals, objectives and priorities for River Valley School in meeting the needs of the community;
- Recommend policy to the Board;
- Promote River Valley School membership through community networking, etc;
- Being accountable to the funders for the programs provided and funds expended;
- Monitor and evaluate the effectiveness of River Valley School through a regular review of programs and services;
- Be accountable and seek nominations for election to the Board when appropriate;
- Prepare for and participate in the discussions and the deliberations of the Board;
- Foster a positive working relationship with other Board members, and River Valley School staff;
- Be aware of and abstain from any conflict of interest.

REVIEW/APPROVAL DATE:

The Governance Committee annually reviews the Board member job description. Recommended changes are presented to the Board for approval.



CONFIDENTIAL BOARD CANDIDATE PROFILE

NAME: _____
(First Name) (Middle Name or Initial) (Last Name)

ADDRESS: _____

TELEPHONE: Home: _____ Work: _____ Cell: _____

OCCUPATION: _____

History of volunteer work, employment or other interests: (Please list dates and responsibilities).
This experience need not be in Canada.

What areas of the River Valley School Board work are of particular interest to you?

What personal strengths/expertise would you bring at the Board level?

How will being a River Valley School Board Director be good for you personally?



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From our experience, Board Directors spend a minimum of 5-10 hours per month on River Valley School Society work. This includes 1 evening meeting per month.

Depending on your level of involvement, commitment or priority issues in the school, this time might increase. Do you see this as a problem?

Please supply two references: At least one should be from someone with whom you have worked in an employment capacity or as part of a group.

1. Name: _____
Address: _____
Telephone: _____

2. Name: _____
Address: _____
Telephone: _____

Please allow my name to stand for nomination to the River Valley School Society Board of Directors. I am willing to commit my time to the Society.

Signature

Date

OR

BOARD COMMITTEES

I prefer to consider a volunteer role with a Board committee. Please refer my name to the Board as being interested in the below committee (please circle one).

Board Committees include:

- Finance Committee
- Governance Committee
- Planning & Facilities Committee
- Advancement (Fundraising) Committee

Signature

Date