

Position Description



Director at Large

A Director at Large is a Director of Speed Skating BC..

Term

A director has a normal term of office of two years. A director has a normal term of office of two years, and one half of the directors, or a number so near to one half as is reasonably practicable, must be elected at each AGM.

General Duties

1. The Directors-at-Large will fulfill such specific duties as will be assigned by the President and/or the Board.
2. Attend and prepare for all Board and Annual General meetings
3. Provide input to the annual review of Association staff.

General Duties of the Board

The general duties and responsibilities of all Directors shall be:

1. meeting and maintaining the qualification requirements of a director of a Society as dictated by the BC Societies Act;
2. complying with the BC Societies Act and its regulations, including maintaining an acceptable standard of care for the organization, acceptance of liability for decisions made and actions taken, and declaration of any true or perceived conflicts of interest between the Director and the Society;
3. complying with the Society's Constitution and By-Laws, policies and procedures, as properly adopted by the Directors and/or membership;
4. preparing for each Board of Directors meeting by reviewing previous meeting minutes and reading reports and documents circulated in advance of meetings;
5. participating in the Board's governance role of oversight and accountability of the activities of the association actively participating in the Board's planning, monitoring and evaluation responsibilities;

6. submitting authorized expense claims plus required original receipts for approved expenses incurred on behalf of the Society in a timely manner.

Time Commitment - Moderate

A Director at Large is a valuable member of the Association and can be expected to attend several meetings and be consulted on a regular basis in the operation of the Association. A Director at Large is expected to attend all Board meetings. The Board meets approximately 11 times per year in addition to the Annual General Meeting.

Updated & Board Approved April 2025

