



## **Family Leisure Centre Association of Southeast Calgary (Trico Centre for Family Wellness, operating as TRICO CENTRE)**

**Position Title:** Director at Large

**Compensation:** None (Volunteer position)

**Term:** Two (2) years, appointed or elected annually at the Annual General Meeting (June – May)

**Location:** Calgary

**Time commitment:** Five hours +/- month (meetings, preparation, consultation)

**Authority:** Individual board members have no authority to approve actions on behalf of Trico Centre, direct staff, or speak on their behalf unless the board grants them such authority.

**Reports to:** President and the Board

**Accountability:**

The Board of Directors is accountable to the Trico Centre community, funders, and other stakeholders.

They are responsible for Trico Centre's performance in relation to its mission and strategic objectives

and for the effective stewardship of financial and Government Relations.

**Responsibility:**

1. Board members are responsible for acting in the best long-term interests of Trico Centre and its community, bringing a broad knowledge and inclusive perspective to informed decision-making.
2. Must be a member in good standing of Trico Centre.
3. Determining Trico Centre's mission and purpose.
4. Selecting the Executive Officers.
5. Supporting the Executive Officers and reviewing performance.
6. Ensuring effective organizational planning.
7. Determining and monitoring the Trico Centre's programs and services.
8. Enhancing Trico Centre's public image.
9. Act as a Court of Appeal; and



10. Assess the Board's overall performance and effectiveness.
11. All Directors are expected to be fully informed about Trico Centre matters and participate in discussions and decisions regarding policy, finance, programs, personnel, and advocacy.
12. Prepare for and attend board meetings regularly.
13. Work as a team member and support board decisions.
14. Participate in the review of the Trico Centre's mission and objectives and the development of a strategic plan.
15. Demonstrate loyalty, commitment, and fiduciary responsibility.
16. Approve the budget and monitor financial performance.
17. Abide by the by-laws, Code of Conduct, Conflict of Interest, and other policies that apply to the board.
18. Establish, review, and monitor policies that guide core operational practices (eg. Financial management, human resource management).
19. Participate in Trico Centre's fundraising activities.
20. Participating in various committee work.
21. Attend and participate in the Annual General Meeting.
22. Keep informed about community issues relevant to the mission and objectives of the Trico Centre.

**Qualifications:**

- a) Be individuals.
- b) At least eighteen (18) years of age.
- c) Shall not have been convicted of any criminal offense.
- d) Shall not be or have been bankrupt.
- e) Shall have the power under the law to enter into contracts.
- f) Knowledge of the Trico Centre community and business.
- g) Commitment to the organization's mission and strategic directions.

**Removal of a Board Member:**

- a) who, without cause or Board permission, fails to attend two (2) consecutive regular Board meetings may, at the discretion of the Board, be removed from the Board; or
- b) maybe removed by the Board by special resolution.