

The Role and Election of the President

Purpose

To clarify the role and the election of the President of ASC.

Policy Statement

The Role of the President shall be as stated in By-Law 1.050 1a and b and the election shall be as stated in By-Law 1.040-4.

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Section(s):	Board of Directors	A	95-04-19	R/R	97-10-20	R	01-03-22	R/R	Feb. 24/05	
Program Area(s):		R	Jan 31/08	R	Nov 2/12	R	Jun 28/18			

The Role and Election of the President

1. In addition to By-Laws 1.050 and 1.040, the President is the designated head of the Association and Chairperson of the Board of Directors. In this capacity, the President provides leadership to the Board of Directors. Other duties of the President include the following:
 - a) acts as a liaison between the Board and management and provides support to the Executive Director
 - b) has the authority to sign all official documents and is responsible for the final approval of government contracts and other negotiated contracts. (Contracts negotiated on behalf of ASC may require the signature of the President, Vice-President, or Treasurer)
 - c) is required to attend and preside over all meetings of the Board, unless designated to the Vice President
 - d) determines the agenda for Board meetings
 - e) ensures that the Board adheres to its By-Laws and policies
 - f) encourages Board Members to participate in meetings and activities
 - g) keeps the Board's discussion on topic by summarizing issues
 - h) keeps the Board's activities focused on the organization's mission
 - i) evaluates the effectiveness of the Board's decision-making process
 - j) may appoint, or ensures that committee chairpersons are appointed
 - k) orients Board Members and committee chairpersons to the Board
 - l) serves as ex-officio member of committees and attends their meetings when needed
 - m) when required, ensures that there is a process to evaluate the effectiveness of Board Members, using measurable criteria (i.e. adherence to ethics, conflict of interest and Board policies)
 - n) recognizes Board Members' contributions to the Board's work
 - o) plays a leading role in supporting fund raising activities
 - p) develops a report for the Annual General Meeting
 - q) orients the new Chairperson
 - r) acts as media spokesperson

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