

Comox Valley Hospice Society Board Director Position Description

As a champion of the Comox Valley Hospice Society (CVHS), your enthusiasm in supporting the purpose and strategic direction of the organization is essential to our success.

Board of Directors Core Values

- Respect for our Executive Director, staff, and volunteers
- Inclusivity
- Teamwork
- Consensus building
- Open communication
- Integrity
- Meeting time commitments

Each Director is expected to become an active participant in a board in a manner which supports the agency as a whole. **A Director is responsible to:**

(a) Be informed of the documents and legislation under which the Society exists, its bylaws, purpose and values, code of conduct and policies, as they pertain to the duties of a Director;

(b) Keep generally informed about the activities of the Society and the general trends in which it operates;

(c) Attend Board meetings regularly; serve on committees of the Board and contribute from personal, professional and life experience to the work of the Board;

(d) Exercise, in the performance of their duties, the degree of care, diligence and skill required of a Director, pursuant to the laws under which the Society is registered;

(e) Be interdependent and impartial;

(f) Not be influenced by self-interest, outside pressure, expectation of reward or fear of criticism;

(g) Act with honesty and integrity and conduct themselves in a manner consistent with the nature and the responsibilities and the maintenance of public confidence in the conduct of the Board's business;

(h) Offer their personal perspectives and opinions on issues that are the subject of Board discussion and decision;

(i) Voice, clearly and explicitly at the time a decision is being taken, any opposition to a decision being considered by the Board;

(j) Maintain solidarity with fellow Directors in support of a decision that has been made in good faith in a legally constituted meeting, by Directors in reasonably full possession of the facts;

(k) Ask the Directors to review a decision, if they have reasonable grounds to believe that the Board has acted without full information or in a manner inconsistent with its fiduciary obligations.

(l) Work with the staff of the Society on committees or task forces of the Board.

(m) Know and respect the distinction in the roles of Board and staff consistent with the principles underlying these governance policies.

(n) Exercise vigilance for and declare any apparent or real personal conflict of interest in accordance with the Society's Bylaws and policies, and in particular with this Code; and

(o) Comply with all other codes and policies approved by the Board from time to time.

Conduct of directors. Directors will always conduct themselves in a manner which:

(a) Supports the values of the Society;

(b) Serves the overall best interests of the Society;

(c) Subordinates their personal interests, and those of any particular constituency, to the best interests of the Society;

(d) Brings credibility and goodwill to the Society;

(e) Respects principles of fair play and due process;

(f) Demonstrates respect for inclusivity, equity and diversity for individuals and human rights;

(g) Respects and gives fair consideration to diverse and opposing viewpoints;

(h) Demonstrates due diligence and dedication in preparation for, and attendance at, meetings, special events and in all other activities on behalf of the Society;

(i) Demonstrates good faith, prudent judgment, honesty, transparency and openness in their activities on behalf of the Society;

(j) Ensures that the financial affairs of the Society are conducted in a responsible and transparent manner with due regard for their fiduciary responsibilities and public trusteeship; and

(k) Conforms with the bylaws and policies approved by the Board including this Code.