



The ADR Institute of Ontario Inc., Board of Directors

Position: Board Member

Authority and Responsibility:

The Board of Directors is the Legal authority for the ADR Institute of Ontario Inc. As a member of the Board, a Director

acts in a position of trust for the membership and is responsible for the effective governance of the Institute.

As a member of the Board of Directors, you are expected to:

- be committed to the work of the Institute
- bring knowledge and skills in one or more areas of board governance: policy, finance, human resources and advocacy
- bring your own training, skills and experience to all board decisions
- keep up with trends in the community/industry that might affect the Institute
- seek to promote the Institute by contributing ideas that benefit the well-being of the Institute
- represent a positive image of Institute as you attend public forums on behalf of the Institute
- prepare for and actively participate in monthly board meetings
- complete any tasks or assignments you accept at the board meetings on behalf of the Board
- participate actively on two (2) Committees and possibly chair one
- support the special events of the Institute (e.g. Professional Development Programs, Member Orientation)
- give advice and assistance to staff in areas where you have expertise