

BOARD OF GOVERNORS – Governance Process

Policy # **GP 3 Role of the Vice Chair**

Original Implementation Date: February 17, 2015

Most Recent Activity: January 22-, 2020 - *No Revisions Made*

Next Mandatory Review Date: 2020-2021

Frequency of Reviews: Every three (3) years



The role of the vice-chair is to assist the chair in ensuring that the board fulfills its most important responsibility: the establishment and monitoring of the organization's values, vision, mission, ends, and outcomes with significant influence on the organization's viability and success.

1. The Board shall elect a vice-chair from the public members at the organizational meeting for a term of two years.
2. The responsibilities of the vice-chair are to:
 - 2.1 Sit as a member of the board executive committee.
 - 2.2 Act as chair in the event of the chair's absence or inability to act. When acting in capacity as the chair, the vice-chair shall follow policy GP-2 Role of the Chair.
 - 2.3 Ensure that the board performance improvement process relating to the chair is implemented each year, according to board policy.
 - 2.4 Assume responsibility for board orientation with the chair.
 - 2.5 Chair the policy and bylaw committee.