



## **Skate Ontario Board Responsibilities**

### **i. Purpose**

The Skate Ontario Board of Directors is responsible for providing strategic leadership to Skate Ontario.

### **ii. Governance Approach**

Skate Ontario's approach to governance is in alignment with the principles of an engaged policy board of directors which clearly define and delineate the authority and accountability of the Board's policy-making/strategic role and the operational role of Management. The Chair and Directors are required to have core competencies which will support the Board in effective governance.

### **iii. Skate Ontario Board Responsibilities**

1. Develop and support the implementation of policy including finance, risk management and others required by the Government of Ontario's Sport Recognition Policy.
2. Approve, where appropriate, policy and recommendations received from various sources, including Directors, committees and/or staff.
3. Hire the CEO and evaluate the CEO's performance.
4. Receive financial reporting and provide financial oversight and controls.
5. Ensure that a Strategic Plan including Vision, Mission, and Values is in place and support its implementation.
6. Ensure compliance with government regulations and policies of Skate Ontario.
7. Provide governance leadership and oversight including the By-laws, elections and Board succession planning.
8. Establish Standing Committees (CEO Review, Finance, Governance, Nominating).

### **iv. Responsibilities of Individual Directors**

1. Act as a Director on the Skate Ontario Board in the corporation's best interests.
2. Understand and support Skate Ontario's Vision, Mission and Values.
3. Represent the organization in a positive and supportive manner at all times and in all places.
4. Understand the roles of Board and of Management in policy-making and policy implementation.
5. Attend Board meetings well prepared and well informed regarding issues on the agenda and be prepared to actively contribute.
6. Be knowledgeable about Skate Ontario to facilitate contributions to Board meetings.
7. Observe procedural rules and participate in discussions in a collegial and constructive manner that benefits skaters and the sport of skating.
8. Abide by Skate Ontario and Board policies and procedures.
9. Maintain Board confidentiality and a high level of integrity and ethical conduct; and, observe One Voice.
10. Participate in Board activities as assigned and wherever and whenever possible.



11. Serve on committees and working groups as requested and participate in the accomplishment of their objectives.
12. Disclose all conflicts of interest and avoid the substance or appearance of conflict of interest that could adversely influence objectivity in conducting Board business.

## **v. Director Competencies**

Although no single individual is expected to possess the strengths in the full complement of competencies, the Board as a whole will reflect the full slate of the following:

### **Governance Competencies**

- *Governance Knowledge* (principles and practices of governance, director roles and responsibilities)
- *Previous Board experience and/or training* (not-for-profit, private sector, community/provincial/national)
- *Financial Literacy* (understand financial statements, assess financial health, link information to priorities and goals of organization)
- *Strategic Management* (development, implementation, performance monitoring)

### **General Competencies**

- *Business Acumen* (business principles and trends)
- *Collaboration* (work effectively with other Board members and management)
- *Communication* (effective both internally and externally)
- *Strategic Thinking* (analysis, problem solving, adaptability to develop plans addressing business environment)
- *Leadership* (facilitate discussion, guide and inspire, anticipate challenges and opportunities)
- *Change Management* (organizational change ie., transformation, restructuring, technology adaptation)

### **Technical Competencies**

- *Risk Management and Safe Sport* (identify, assess and mitigate risks; ensure adequate controls in place)
- *Talent, Culture and Diversity* (HR resourcing strategies, talent management, compensation and succession planning)
- *Information Technology and Security* (applications for organizational effectiveness, cyber controls)
- *Legal and Compliance* (general, not-for-profit, sports industry, employment and health law)