# BOARD OF DIRECTORS MANUAL

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## SELECTION OF CHAIRS AND VICE-CHAIRS OF BOARD COMMITTEES

Purpose:

To develop and maintain a process of committee Chair and Vice-Chair selection.

Policy:

Each standing and ad hoc committee shall have a Chair who has appropriate experience with and knowledge of the committee mandate and its terms of reference.

Procedure:

A call for interested candidates to chair committees and/or hold Board officer positions is conducted by end of February of each year. The Chair of the Nominating Committee and/or delegate will hold discussions with those who have expressed interest and meet the requirements for these positions.
Following each annual meeting, the Board Chair shall confirm the Chair and Vice-Chair of each committee (except the Medical Advisory Committee).

Generally, no board member shall serve as Chair or Vice-Chair of the same committee for more than three (3) consecutive years.

In the event of a mid-year vacancy in the Chair role of a committee, the Vice-Chair is expected to assume the Chair of the committee role. In the event of a mid-year vacancy of the Vice-Chair position, discussion will again be held with members who may have identified their wish to consider the role and or members of the respective committee.

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