



ELK ISLAND LOGOS SOCIETY

JOB DESCRIPTION

POSITION: PRESIDENT

Authority and Responsibility

The Board of Directors is the legal authority for the Elk Island Logos Society. As a member of the Board, the President acts in a position of trust for the society and is responsible for the effective governance of the organization.

Requirements

Requirements of the President include:

- 1) Agree with the Purpose Statements and the Principles of the Elk Island Logos Society.
- 2) Commit to the work of the organization.
- 3) Ex-officio member of all committees.
- 4) Attendance at Board meetings, meetings of assigned committees and the Annual General Meeting.
- 5) Support of any special events.
- 6) Support of, and participation in, fundraising events.

Term

The President is elected by the membership at the Annual General Meeting and serves for a two-year term. In the case of an incoming President who has not previously served on the Board, the outgoing President shall remain as an ex-officio member of the Board for a term of one year, mentoring and assisting the incoming President.

General Duties

The President is fully informed on organizational matters and participates in the Board's deliberations and decisions in matters of policy, finance, program and advocacy and acts as spokesperson for the Elk Island Logos Society

In addition to the General Duties of Board Members (Directors), the President must:

- 1) Chair the meetings of the Board and all meetings of the general memberships, and will not vote except to break a tie.
- 2) Pray for and support all Board Members with their duties and keep the board accountable.
- 3) Oversee all aspects of the Elk Island Logos Society.
- 4) Review all by-laws policies and procedures.
- 5) Demonstrate leadership by listening to and seeking input from Board Members
- 6) Address any conflicts that may arise.

Evaluation

A President's performance is evaluated annually based on the performance of assigned Board and Presidential requirements and duties.

Last Approved: October 8, 2019
Next Review: October 2021