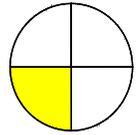


Board of Directors Policy



Policy Type: Board – CEO Relationship

Policy #: BCR5

Policy Name: CEO Job Description

Page #: 1 of 1

Creation Date: December 3, 1993

Effective Date: February 24, 2014

Monitoring: October

As the Board's single official link to the operating organization, the CEO is accountable for all organizational performance and exercises all authority transmitted into the organization by the Board. CEO performance will be considered to be synonymous with organizational performance as a total.

The CEO will have demonstrated leadership, communication, and organizational skills. Demonstrated skills in strategic planning and program evaluation are essential. Other essential elements of this position include knowledge and demonstrated experience in labour management; program development, implementation and evaluation; negotiation, conflict resolution and problem solving. The ability to work effectively with government funders, other service providers and a volunteer Board of Directors is required. A professional degree at a Masters level in one of the Human Services fields with a minimum of five years extensive experience at a senior management level in a not-for-profit charitable organization is preferable.

Consequently, the CEO's job contributions can be stated as performance in only two areas:

1. Organizational accomplishment of the provisions of Board policies on Ends Statement.
2. Organizational operation within the boundaries of prudence and ethics established in Board policies on Executive Limitations.