Board Director – Job Description

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| **Responsible to:** | BHTA Chair |
| **Overall purpose:**  **Remuneration:** | Working proactively and constructively with other Directors to ensure that the Board of Directors fulfils its purpose and responsibilities efficiently and effectively.  Unpaid |

Additional job descriptions apply for officer roles of Chair, President, and Chief Executive

# Duties and responsibilities

This Job Description should be considered in conjunction with Board of Directors’ Terms of Reference. Directors take on all relevant legal obligations and responsibilities. Main duties include:

* To attend meetings of the Board of Management.
* To participate in sub-committees, working groups or special projects, as appropriate.
* To support and advise the Chief Executive and their staff.

# Appointment

The CEO is an ex-officio Director.

All other Directors are appointed at an Annual General Meeting for a 3-year term (for appointment on the 1st January immediately following that AGM) and can serve a maximum of two terms. (If appointed as Chairman or President by Council, the term of office is extended.)

These Directors can be removed from office by the members at Annual General Meeting or by special resolution at an Extraordinary General Meeting.