

## NAFR Calgary and District Branch

Friend of the Board Role Description January 30, 2023

### **A Friend of the Board is:**

- A Volunteer position that is used by the Calgary Branch to solicit interest from members who may want to serve as a Director on the Branch Board or ultimately assume a leadership role such as Branch President/Vice president, District Director or national Director.
- The focus will be on recruiting members to ensure the leadership skills and abilities are developed and a successful succession plan can be implemented.
- The role is distinct from a Volunteer role where a member is willing to donate their time and talent to assist with specific projects, administrative tasks or day to day follow up with and service to Branch members.
- Friends of the Board will be invited to attend and speak at Board meetings but are not able to vote on motions. They may be excluded from Board discussions from time to time due to the sensitive or confidential nature of the topic.
- All discussions at the Board meetings must be kept confidential.
- Friends of the Board are subject to the Code of Conduct.
- It is recommended that 3 to 4 Friends of the Board at any one time is sufficient.
- Length of term - up to 2 years
- The member must submit a resume for review and approval before a final Board decision is made to appoint them as a Friend of the Board.
- Once appointed, the member must complete a Volunteer application and be registered as a Branch Volunteer in CRM.
- A Friend of the Board can be removed from the role at the discretion of the Elected Board.