



Coaching Association of Canada  
Association canadienne des entraîneurs

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## **CHAIR OF THE BOARD OF REFERENCE**

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### **1. Purpose**

The primary purpose of the Chair of Coaching Association of Canada (“CAC”) is to lead the Board in the performance of its responsibilities.

### **2. Interpretation**

Capitalized terms used but not defined herein will have the meanings given to them in the General By-law of CAC.

### **5. Roles and Responsibilities**

The principal responsibilities of the Chair include:

- meeting regularly with the Chief Executive Officer to assist CAC to carry-out its mandate, including discussing issues confronting CAC and working with the Chief Executive Officer to develop Board meeting agendas and business;
- presiding at all meetings of the Members of the CAC and of the Board;
- providing leadership to the Board, including guiding Board deliberations so they are collaborative, inclusive, orderly, and efficient;
- helping to manage actual, potential and perceived conflicts of interest to the satisfaction of the Board;
- participating on the Chief Executive Officer Subcommittee to assess the performance of the Chief Executive Officer on an annual basis;
- ensuring that Directors do not interfere in operational matters;
- participating in CAC Committee or subcommittee meetings; acting as the external spokesperson of the Board, including representing CAC at events and meetings (when asked to do so by the Board or the Chief Executive Officer); and
- performing such other duties as may be determined by the Board from time to time or as are incidental to the office.

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Adopted by the Board on June 8, 2023