



Kids being all that they can be!

The Roles and Responsibilities of the Board of Directors of Camp Cadicasu

Camp Cadicasu operates with a *policy governing board* which sets policy and hires an Executive Director to implement the policy.

*The **Executive Director** is responsible for carrying out the day-to-day work of the organization, with the assistance of paid staff and/or service volunteers. The executive director is directly accountable to the board, and is responsible for hiring, supervising, and releasing both paid staff and volunteers.*

BOARD ROLES:

The board is responsible for the highest level of decision-making and legal authority for the Camp. By law, it is ultimately accountable for, and has authority over, the organization's resources and activities. The board articulates and communicates the organization's vision to the membership and the community. Through policy, the board defines the parameters within which the organization will carry out its work.

- **PURPOSE** - by establishing and implementing the mission and vision
- **CONTINUITY** - by providing continuity for managing and implementing the organization's affairs
- **PROGRESS** - by setting the rate of progress that the organization takes in reaching its mission and vision
- **IDENTITY** - by securing the community support and appreciation for the organization's objects, beliefs, vision, mission and long-term direction
- **FUNCTIONS** - the focus is on *results* rather than on the methods used to achieve them. The main function is establishing, directing and influencing the implementation of policy.

The Camp Cadicasu board operates under includes a model of 'board self-governance', which organizes itself to get its work done, how the board will govern and the board's relationship to its membership and community. Policies include:

- Fundraising
- Process for policy-making
 - Organizational value(s) and belief statement(s)

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- Vision statement(s)
- Mission statement
- Target statement(s)
- Aims or strategic directions
- Governing style of the board - i.e. self-governance board
- Process for AGM
- Board's relationship to the membership
- Recruiting, selecting, orienting, training and evaluating board members and committees
- The board structure
- A board member code of conduct
- The board chairperson's role and the role of the other members of the board

To fulfill its self-governance role the board:

- Fulfills its legal mandate as defined in its objects and by-laws
- Develops, implements and monitors boards self-governance policies
- Describes lines of communication and authority
- Plans and conducts the AGM

The current board of directors has the following positions of accountability and responsibility:

- President / Chair
- Director / Vice Chair
- Director / Past Chair
- Director / Chaplain - representing the Diocese
- Director / Secretary
- Director / Treasurer - 2 person finance committee
- Director / Legal Chair
- Fundraising Chair - ex officio board member
- Director / Community liaison - Knights of Columbus; Teachers Union
- Director / Operations liaison - Camp Programming
- Director / Construction and Maintenance Chair
- Director / Marketing and Communications
- Director / Casino Chair
- Director / Human Resources
- 3 person Executive Committee of representatives chosen by the Chair from the elected board members/Directors

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