

## **TERMS OF REFERENCE – BOARD MEMBER AT LARGE**

### **Scope of the Position**

The purpose of the position is to serve as a consultant to CFA Society Toronto board and management office on initiatives and situations that relate to board strategy/ operations and to creating connections that help raise awareness of charterholder activities with interested parties.

This role operates in a supportive and collaborative manner without a permanent committee however is often called to sit on and/or chair ad hoc/temporary/standing committees. The board member at large will lead/assist on projects and initiatives as determined by the Board of Directors.

### **Goals**

- To promote the society and CFA brand to internal/external stakeholders.
- Serves as an ambassador for the society with CEO's and other senior positions within the Canadian capital markets.
- To enhance the overall capabilities of the Board of Directors through sharing acquired expertise and knowledge.

### **Duties and Responsibilities**

- Identify and understand emerging issues and opportunities for the investment profession which are compatible with the society's goals to maximize our value add to members
- In conjunction with the Corporate & Government Relations committee chair, establish and maintain contacts with select regulators [ie: OSC, IDA, CICA] and other professional organizations to ensure an ongoing dialogue that promotes the CFA charter and society membership
- Assist in making contacts with senior level individuals who could be persuaded to speak or moderate at key member events
- Assist in building the society's sponsorship catalog
- Attend all meetings of the board
- Comply with the by-laws and policies of the society and ensure compliance by others
- Be prepared to substitute for another Board member due to emergency, extended leave of absence, and/or resignation

### **Time Commitment**

- 4-6 hours a month including 10 board meetings per annum

### **Characteristics**

- Prior board experience, for-profit and professional association
- Proven executive leadership and/or entrepreneurial skills
- Well-connected/solid reputation; access at c-suite levels
- Excellent communicator; written and verbal mediums
- Current CFA Society Toronto member in good standing
- Previous governance experience an asset
- Commitment to the mission, strategies, and work of the society