

## All about the CAPT Board - Nominations

**Time commitment:** Meetings are held once a month online. Board members who join other Committees or Working groups will have additional work and time commitments.

**Bylaws:** CAPT is governed by its Bylaws, which outline the Board's powers, duties, and terms.

**Terms:** All Board members of CAPT are elected to the Board for a two-year term, with the possibility of two re-elections.

**Roles on the Board include:** President, Vice-President, Secretary, Treasurer, designated ex-officio members, and other members of the Board as appropriate.

**Responsibilities:** CAPT's Board provides leadership and guides strategic direction on behalf of members. The Board does this by adopting governance and financial management policies, as well as by making sure CAPT has adequate resources to not only function, but also to thrive.

*Such responsibilities include:*

### **Vision, Mission, and Strategic Planning**

- Establish the mission along with a sense of purpose and direction.
- Develop a long-range plan and set priorities.
- Establish financial and operational policies.
- Approve the budget, monitor financial management.
- Participate in the development of a strategic plan for CAPT.
- Review and revise the bylaws as necessary.

### **Board Operations**

- Develop and manage the Board.
- Accept the legal responsibility for the organization.
- Provide leadership and build relationships with the broader community.

**In addition to these legal responsibilities, the CAPT Board of Directors has the responsibility to:**

- Develop, review, and approve key governance documents, including bylaws, framework policies, and CAPT's mission and articles of incorporation.
- Participate in strategic planning to help define CAPT's long-term direction.
- Approve the annual budget and monitor financial performance.
- Review and approve organizational policies that require Board oversight due to risk or reputational impact.
- Support management in resolving issues that affect CAPT.
- Serve on or chair Board committees as needed.