

NSDA BOARD CHARTER

In addition to meeting the requirements established by law and bylaws, NSDA's board of directors will be accountable to provide effective oversight, stewardship and strategic leadership. The Board will ensure that NSDA affairs are conducted in a way that achieves NSDA's mission and vision and reflects values.

The Board will govern with an emphasis on future vision, outward orientation rather than internal preoccupation, proactive identification of issues and opportunities focus on policy development and strategic leadership rather than administrative detail, clear distinction of board and executive manager roles, collective decision-making, and encouragement of diversity in viewpoints.

The Board's primary relationship is with the executive manager.

Key Governance Responsibilities

*NOTE: policies will describe how the board meets these responsibilities

Vision, Mission & Values

- Set the mission, vision and values.
- Ensure decisions are consistent with the mission, vision and values.
- Ensure NSDA values are clearly stated, widely shared and reflected in policies (e.g. code of conduct and conflict of interest policies).

Risk Oversight / Quality Assurance

Understand the principal risks facing NSDA and ensure that systems are in place to manage those risks

Public Safety

- Require that effective quality assurance programs and practice standards and guidelines are in place.
- Review all committee reports to monitor trends, gaps and opportunities.

Management Information Systems & Internal Controls

- Systematically manage information to produce timely, useful sufficient and appropriate reports to facilitate effective decision-making and oversight.
- Implement internal controls to manage risk.

Financial Oversight

- Demonstrate financial accountability / monitor financial performance.
- Appoint external auditor and approve audited financial statements.

Board Effectiveness & Efficiency

1. Establish goals for the work of the Board and evaluate the performance of the Board, its Chair and its Committees.
2. Determine the preferred range of skills and experience to be represented on the Board.
3. Develop a process to recruit high quality, diverse and competent leadership for the Board.
4. Ensure that directors have a thorough initial orientation followed by ongoing opportunities to increase their capabilities as directors of NSDA.
5. Review bylaws, governance policies and board practices in the context of evolving best governance practices.

Accountability / Strategic Planning

- Establish and evaluate NSDA's strategic plan.
- Report to stakeholders on NSDA's progress toward plan.

Stakeholder Relations

- Protect and enhance the NSDA brand and reputation.
- Ensure that NSDA demonstrates openness, fosters communication, and maintains strong and effective relations with all stakeholders, including the public, registrants, other provincial and national regulatory bodies, dietetic organizations, governments, and universities.
- Represent the organization externally to stakeholders.

Human Resource Oversight

- Responsible for effective executive manager recruitment, selection, evaluation, professional development and compensation.
- Ensure that a succession plan is in place for the executive manager position.
- Ensure that policies and systems are in place to foster a learning culture and work environment that attracts and retains skilled people (employees, volunteers).

approved 11 March 2011

revised September 2018