

DID YOU KNOW?



BOARD DEVELOPMENT

ROLES and RESPONSIBILITIES

- Vision and strategic direction
- Policies, programs and services
- Hire key staff; support and review performance
- Legal compliance, effective planning and resource management
- Enhance the organization's public image and assess board performance

TIPS and ADVICE

Set Clear Expectations

Board members come with a diverse set of skills and backgrounds. Provide clear expectations and recognize board members for their work.

Keep it Functional

Keep the board functional as they are responsible for the organization's vision, strategic plan and overall finances. Be prepared!

Clear Point of Contact

The board is the employer and staff members are the employees. One clear point of contact between a senior staff member and the board is best.

(Source: Field Guide to Developing and Operating Your Nonprofit Board of Directors, 2003.)

TESTIMONIALS

- *"The function of the Creighton Recreation Board is to promote and support the recreation, sport and cultural activities as well as be part of the volunteer help with major special events."* – Channa Senyk, Creighton Recreation Director
- *"We agree with Woody Allen when he says that 80% of success is showing up. We get things done."* – Northern Community Board of Directors

(Source: Community Recreation Handbook for Northern Saskatchewan, 2010.)



Saskatchewan
Parks and Recreation
Association

BOARD ASSESSMENT CHECKLIST

- ☐ Our board understands the organization's mission and purpose and refers to it often when making decisions.
- ☐ Our board has a current strategic plan that is used by staff and volunteers as a benchmark for coordinating work and setting budgets or fundraising goals.
- ☐ Our board keeps informed about important trends and issues impacting ourselves and similar organizations.
- ☐ Our board members openly discuss differences in opinion but make decisions from an organizational perspective.
- ☐ Our board meetings are well attended and members come well prepared and actively participate.
- ☐ The majority of our board's time is spent on issues specific to its governance role and discussion is future-focused.
- ☐ Our board members understand their responsibilities, including legal liabilities and fundraising/financial expectations.
- ☐ Our organization has policies on conflict of interest and confidentiality and enforces them where appropriate.
- ☐ Our Nominating Committee is active year round to ensure strong leadership for the organization.

(Source: Board Development Resources, Gemmell Training & Consulting.)

If you answered NO to any of the above, give us a call and we can help!

HOW CAN SPRA HELP?

■ Advice

SPRA Field Consultants are available to provide support to your recreation or parks organization and offer information on board development.

Visit www.spra.sk.ca/sprastaff to find the Field Consultant nearest to you.

■ Resource Centre

There are many FREE resources available to help you set your ideas in motion, check out titles like:

- *Best Practices and Tools for Not-For-Profit Boards*
- *Get on Board: A Working Guide to Better Board Development*
- *How to Get the Board you Need: The Recruitment and Nominating Process*
- *Voluntary Sector Leadership: Board Development*
- *Developing Job Descriptions for Board Members of Nonprofit Organizations: A Self-Guided Workbook.*
- *Reinventing Your Board: A Step-By-Step Guide to Implementing Policy Governance*

Visit www.spra.sk.ca/information to see what we have to offer!

Supported by:



For more information, contact the Saskatchewan Parks and Recreation Association
Phone: (306) 780-9231 Toll free: 1-800-563-2555 Email: office@spra.sk.ca Website: www.spra.sk.ca