



Chemical Institute of Canada | **For Our Future**  
Institut de chimie du Canada | **Pour notre avenir**

## **Chemical Institute of Canada (CIC) Board of Directors and Officers Roles – a general overview May 2018**

*Adapted from the Chemical Institute of Canada Bylaws and Board of Directors Handbook: CIC Board Member's Terms of Reference, therein (Approved by CIC Board June 12, 2015)*

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### **Directors / Officers**

#### **Chair (1-year term)**

Provides leadership to the CIC Board of Directors. Chairs the CIC Executive Committee. Accountable for leading, development and implementation of strategy and carrying out programs and services according to the bylaws and policies of the CIC Board. Prepares to potentially serve a future term as Past-President. Presides over/member of selected committees, e.g., HR and compensation, strategy, finance and works closely with the Executives of the Society Boards to provide synergy.

#### **Vice-Chair (1-year term)**

Acts in the absence of the Chair. Member of the CIC Executive Committee. Learns duties of the Chair and key issues and works closely as a consultant and advisor to the Chair. Prepares to potentially serve a future term as Chair. Presides over/member of selected committees, e.g., Strategy, HR and Compensation. Chair of the CIC Governance and Nominating Committee.

#### **Past Chair (1-year term)**

Supports the current Chair. Works closely with the CIC Executive Committee to advise and provides historical continuity. Member of the CIC Executive Committee.

#### **Treasurer (3-year term)**

Responsible for the Finances of the CIC Board. Ensures proper accounting records and practices are in place and is responsible for the deposit of monies, the safekeeping of securities and the disbursement of the funds of the CIC. Member of the CIC Executive Committee. Chairs the Finance Committee for the CIC.

### **Directors (1–year terms)**

Representative from Canadian Society for Chemistry (CSC) Board

Senior elected officer, preferably the president of the CSC. Provides input from the chemistry community to the development and implementation of strategy and carrying out programs and services according to the bylaws and policies of the CIC Board.

Representative from Canadian Society for Chemical Engineering (CSCHE) Board

Senior elected officer, preferably the president of the CSCHE. Provides input from the chemical engineering community to the development and implementation of strategy and carrying out programs and services according to the bylaws and policies of the CIC Board.

Representative from Canadian Society for Chemical Technologists (CSCT) Board

Senior elected officer, preferably the president of the CSCT. Provides input from the chemical technology community to the development and implementation of strategy and carrying out programs and services according to the bylaws and policies of the CIC Board.