



Bermuda Hospitals Board

JOB DESCRIPTION	
POSITION:	Chair of the Board
JOB SUMMARY	
<p>The Chair, in addition to serving as a member of the Board and Executive Committees, represents the highest level of the Board and works cooperatively with the organization's CEO. The Chair is responsible for ensuring the integrity and effectiveness of the Board's governance role and processes.</p> <p>The Chair of the Board presides at all meetings of the Board of Directors and Executive Committee; oversees implementation of corporate (if applicable) and local policies; and manages the actions and directions of the Board in accordance with the Bermuda Hospitals Board Act 1970, and all other relevant Acts, using accepted corporate governance principles.</p> <p>The Chair represents the Board within the hospital and the hospital in the community.</p>	
RESPONSIBILITIES	
<ul style="list-style-type: none">• Serves as counselor/advisor to the CEO on matters of governance and board relations• Directs the Board and facilitates meetings of the Board and Executive Committee• Calls special meetings of the Board when necessary• Designates Board committee memberships and chairs of Board committees, with the advice and consent of the Executive Committee• Serves as ex-officio member of all Board committees – standing and ad hoc• With the CEO and Executive Committee, formulates annual objectives for the Board, determines the Board's priorities, and creates a work plan for the year• With the CEO, formulates board meeting agendas• Sets an example for and mentors other Board members and committee chairs• Ensures that Board members focus discussions on the goals of the organization• Delegates or executes the policies established by the Board• Working with the Executive Committee, monitors the performance of the CEO, including annual performance and salary reviews• Working with the Executive Committee, completes a regular evaluation of individual Board members and the Board as a whole• Works closely with the Deputy Chair to develop and implement officer transition plans• Aids in the recruitment and orientation of new Board members• Responsible for knowing specifically what duties and authority have been delegated to his/her Board• Assumes other responsibilities and tasks as directed by the Board and Ministry of Health	