



Volunteer Opportunity Title: Past President, Board of Directors

Organizational Impact:

- To uphold the Chapter's mission; "to improve the quality of life for those affected by hemophilia and other inherited bleeding disorders through support, service, research, education and advocacy".

Position Summary:

The Past President is responsible for the nomination committee and for chairing the elections at the Annual General Meeting.

Responsibilities and Duties:

- Is a member of the Executive Committee
- Chairs and forms the nomination committee for annual Board elections
- Chairs and forms the elections at the Annual General Meeting

Preferred Skills / qualifications / experience: The Past President position is filled by the outgoing President. If the immediate Past President is unable to perform as Past President, a previous Past President will be appointed by the Board of Directors. This is not an elected position. No two members of the same family may be on the Chapter Executive at the same time.

Skills Gained: Public speaking, charitable organization management, fundraising, Robertson Rules of Order, standard procedures for Chapter elections.

Training / Support: Support of the Chapter President, Chapter Executive, Chapter Executive Director

Additional Checks:

Time Commitment: From such time as the current President moves to Past President, attends board meetings (approximately 2 hours - 4 times a year) in addition to attending the Annual General Meeting and business of the Executive Committee as required (time varies).

Start / End Dates: Appointed Date to

Start / End Time: Term completion of current President

Number of Positions: Occupied

Opportunity Location: Meetings held in public venues, work from home and via internet

How to Apply: This is an appointed position

Contact Name: Christine Keilback

Title/Role in Program: Executive Director

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