

The volunteer Board provides the stewardship of PAN and has the following principal duties and responsibilities:

- provide strategic planning, direction and implementation;
- Develop and annually review PAN's mission, vision and values;
- Develop and periodically review progress in achieving the organization's goals
- Develop, approve and monitor progress in the annual capital and operating budgets;
- Ensure the adequacy and integrity of internal control and management information systems;
- Identify the principal risks faced by PAN and ensure the implementation of procedures and processes to manage these risks;
- Develop and approve policies and standardized processes to support day to day operations and a growing organization;
- Develop and approve staff or contractor hires (responsibilities, remuneration, contract terms etc.)
- Elect Board officers and define purpose and responsibilities for each position;
- Provide for succession of Chair
- Constitute Board committees and community working groups
- Provide for effective relations, representation and communications with government and other health related organizations;
- Provide for effective stakeholder and public communications as necessary

Expectations of **Individual Board Members**:

- Available to serve for a 2-year term with option to renew
- Available to participate in monthly board meetings (Virtual) currently held on Sunday
- Commitment to serve on one or more Board committees and participate on at least one or more community working groups
- Willing to plan and execute at least one webinar/workshop (virtual) per year
- Commitment to PAN's manifesto, strategic plan and continued growth
- Prepare for, attend, and conscientiously participate in board meetings
- Know the organization's mission, active projects, activities and needs
- serve as active advocates and ambassadors for the organization and its mission
- maintain confidentiality about all internal matters of PAN