

## **Director Orientation Policy**

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### **1 Introduction**

- 1.1 The Director Orientation policy is designed to enable new directors to actively contribute to the work of the Board and provide a fundamental understanding of the Trust's activities, policies and organizational framework.

### **2 Orientation Policy**

- 2.1 Each new director will participate in orientation activities which will be scheduled as soon as practical following notification of the new director's appointment to the Board.
- 2.2 The goal of orientation activities will be to help each new director build an understanding of the following areas:
- the Trust's governance structure, the role of the Board, and the responsibilities of the Board, its supporting committees and individual directors; and
  - the Trust's mandate, operations, strategic priorities, and key policies.
- 2.3 A Board of Directors Orientation Manual and Board of Directors Operations Manual will be maintained and made available to new Directors as part of the orientation.
- 2.4 New directors will attend a meeting with the Chair and/or Vice Chair, as well as senior management, as part of the orientation process. This meeting will provide an opportunity for discussion of the following topics:
- organizational culture, meeting protocol, relationship with stakeholders, relationship with management, individual director expectations and committee assignments;
  - overview of current departmental strategic plans and activities; and
  - overview of Board and Board Committee meetings' schedule for the upcoming year, administrative supports in place for directors, Board remuneration and policies, and documents requiring the director's acknowledgement and signature.