Board Governance

Board Governance, is intended for volunteer based organizations. This program is an introduction to the concept of board governance and explaining the roles and responsibilities of board members.

The course consists of the following units:

Unit One	An Introduction To Board Governance
Unit Two	Board Composition and Structure
Unit Three	Conduct of Board Members

Upon completion of the course, participants should be able to:
- Define governance;
- List the general duties of a board of directors;
- Know the key factors that determine board size;
- Describe various approaches that can be used to select board members;
- Define and differentiate between an Executive Committee, a Standing Committee and a Task Force;
- List the positions that are commonly represented on a board and recognize that there should be a written job description for each position;
- Know the purpose of an agenda;
- Know what information should be maintained in meeting minutes;
- Understand the legal responsibilities of individual board members;
- Define Code of Conduct;
- Define Conflict of interest and describe the basic elements of a conflict of interest policy;
- Define risk management;
- Explain the insurance options available to protect an organization and its board members from liability.

Evaluation Process:
At the end of each unit, there is a quiz that each course participant must successfully challenge with a passing grade to complete the course.

Course Duration:
The course is self paced so course duration will depend on the individual participant and their prior knowledge base with the course subject matter. On average, the course will take between 3-4 hours to complete.

Who Should Take the Course?
The course is intended for volunteer-based organizations and is beneficial to any employee or volunteer within an organization.