



BOARD OF DIRECTORS

ICPHSO is a volunteer-based organization supported by a full-time Executive Director and a contracted Association Management Company. The Board of Directors serves, in many respects, as ICPHSO's executive management team. Success in implementing ICPHSO's mission and elevating its strategic direction therefore depends on the active engagement of each Board member.

JOB DESCRIPTION

The Board of Directors determines basic policies, sets goals and objectives, elects officers, approves the budget in accordance with the bylaws of the organization, and develops and executes the organization's strategy and work plans. Board members are a key part of ICPHSO and become representatives of the organization in the product safety community. They are expected to advocate for the organization and be actively involved in all ICPHSO-sponsored endeavors.

QUALIFICATIONS

Board members shall be active ICPHSO members in good standing who represent a constituency with an interest and stake in consumer product safety. Government regulators are represented in an ex-officio manner, currently Health Canada and US CPSC. Board membership shall be comprised of representatives from various perspectives and shall seek to include business, education, trade and professional associations, and consumer and public interest groups. Other selection criteria can include demonstrated commitment to ICPHSO and an ability and willingness to take initiative, to collaborate, and to deliver results on ICPHSO work streams. ***The 2019 Nominating Committee encourages candidates from under-represented groups and populations to apply, as ICPHSO seeks to ensure the ongoing balance and diversity in its Board composition.***

GENERAL DUTIES

Board members are elected to serve a three-year term. A Board member may serve one additional consecutive three-year term if properly nominated and elected.

Board Meeting Attendance: The Board meets in person at least once each year in conjunction with the annual symposium and holds three additional meetings by phone. The President may call additional meetings, with some business of the Board conducted via email. Board members are expected to participate in all meetings.

ICPHSO Programs: ICPHSO conducts three programs annually – the Annual Meeting & Symposium, the International Symposium, and the Regional Meeting. Board members are asked to participate in all programs, where possible. And in attending, Board members are expected to attend all meals and receptions, to mingle and interact with attendees (especially first timers and those traveling long distances to participate), and to perform such volunteer duties as staffing the registration desk, the ICPHSO committee table and serving as room monitors.

ICPHSO Committees: Board members should participate in the annual symposium planning process – from the kick-off planning session through the proposal review and selection process – and to take an active role in other Committees established by ICPHSO, including serving in Committee leadership roles.

ICPHSO Website: Board members may be asked to contribute items for posting to the ICPHSO website.