

CHAIR OF THE BOARD TERMS OF REFERENCE

1. Purpose

The primary purpose of the Chair of Coaching Association of Canada ("CAC") is to lead the Board in the performance of its responsibilities.

2. Interpretation

Capitalized terms used but not defined herein will have the meanings given to them in the General By-law of CAC.

5. Roles and Responsibilities

The principal responsibilities of the Chair include:

- meeting regularly with the Chief Executive Officer to assist CAC to carry-out its mandate, including discussing issues confronting CAC and working with the Chief Executive Officer to develop Board meeting agendas and business;
- presiding at all meetings of the Members of the CAC and of the Board;
- providing leadership to the Board, including guiding Board deliberations so they are collaborative, inclusive, orderly, and efficient;
- helping to manage actual, potential and perceived conflicts of interest to the satisfaction of the Board;
- participating on the Chief Executive Officer Subcommittee to assess the performance of the Chief Executive Officer on an annual basis;
- ensuring that Directors do not interfere in operational matters;
- participating in CAC Committee or subcommittee meetings; acting as the external spokesperson of the Board, including representing CAC at events and meetings (when asked to do so by the Board or the Chief Executive Officer); and
- performing such other duties as may be determined by the Board from time to time or as are incidental to the office.

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Adopted by the Board on June 8, 2023