

## VICE-CHAIR ROLE DESCRIPTION

- 1) There is one Vice-Chair of Stewardship Ontario (SO).
- 2) The Vice-Chair performs the responsibilities and duties of the SO Board Chair in the Chair's absence (see Chair's Job Description).
- 3) The Vice-Chair is Chair of the Governance & Nominating Committee (GNC).
- 4) The Vice-Chair (as Chair of the GNC) is responsible for helping to resolve any disputes (if called upon) which an individual Board Member may have with another Director, including the Board Chair.
- 5) The Vice-Chair:
  - a. Reports to the Board Chair and ultimately to the Board of Directors;
  - b. Works closely with the Board Chair and other staff as directed by the Board Chair;
  - c. Participates closely with the Chair to develop and implement Officer transition plans; and
  - d. Carries out special assignments as requested by the Board Chair.