



Advancing the Future of Public Safety



**Position:** Director

**Prerequisite:**

Be a member in good standing with the IMSA International and IMSA Ontario Trillium Section.

**Term:**

Each Director shall be elected to the Board for a term of one (1) year at a duly called Annual General Meeting. A Director may be elected for a subsequent three consecutive terms at a duly called Annual General Meeting. (Section 7.02 Term of Office - Ontario Trillium section By-Laws)

**Amount of time required for position:**

Two (2) hours per month. This does not include all IMSA Board meetings. In person meetings to be held four (4) times per year, the rest of the meetings would be held virtually. On site meetings are usually one-half day each, virtual meetings are usually three (3) hours each.

Members of the Board of Directors shall be expected to attend a minimum of seventy percent (70%) of all regularly constituted meetings of the Board of Directors. The Board may excuse a member from complying with such attendance requirements in extraordinary circumstances. The Board Chair shall review the attendance record of each Board member and shall follow up with any Board member who does not comply with attendance expectations. A non-compliant Board member who fails to improve attendance may, by resolution passed by at least two-thirds (2/3) vote, be removed from the Board before the expiration of his/her term for not properly discharging his/her responsibilities. (Section 7.09 Meeting Attendance - Ontario Trillium section By-Laws)

**Duties:**

Foster and improve relationships within the association or agency the representative is appointed to. Represent IMSA and advocates on behalf of the Association and item that affect and/or pertain to IMSA. Reports back to the Board of Directors on items that impact or are relevant to the work of the Association.



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 Ontario Trillium Section

### **Position Description of the Director:**

In support of the Association's mission, dedicated to providing quality certification programs for the safe installation, operation, and maintenance of public safety systems, delivering value for members by providing the latest information and education in the industry. Vision: To be the leading international resource for information, education, and certification for public safety. The purpose of the IMSA Representative is to represent IMSA on other associations and government agencies that have similar interests. The actions and policies of these associations and agencies affect the activities of IMSA members through standards and regulations. The IMSA representative speaks on behalf of the Association and its members and reports back to the Board of Directors.

### **Role Statement and Responsibilities**

- Shall be available to assist the IMSA President and Directors to complete activities related to their respective Committees.
- Shall conduct special assignments and be identified by the Executive committee or the President.
- Shall attend as many Technical Sessions or Functions as possible in order to maintain contact with the membership.
- Shall solicit members and non-members for technical articles for the Newsletter.
- Shall perform duties and responsibilities in accordance with the organization's charter and by-laws.
- Shall utilize the IMSA Ontario Trillium Section file server for all files,(currently Google Drive).