



Joining the Board of Directors of the Ontario Society of Occupational Therapists is big decision and we want you to make an informed choice considering the fit of the role, focus of work, and time demands.

The following 7 questions will help you consider a role on any Board of Directors.

1. What is the organization's mission?

The organization's mission statement explains who the organization serves and what good the organization intends to do. Your values should align with the work of the organization. OSOT is a professional association and exists to serve its members. OSOT's mission is to ***lead the profession of occupational therapy in Ontario by providing vision, voice, visibility and value for Ontario occupational therapists.***

OSOT's 4,700 OTs and student OTs share a commitment to a strong future for the profession of occupational therapy in Ontario and, through OSOT, support advocacy (voice) and promotion (visibility) of the profession. Through member services, professional development opportunities (value), and the strength of an engaged professional community, members are ensured that their vision for the Society is achieved. View [OSOT's mission and vision statements and corporate Letters Patent](#).

Over the next 2-3 years, OSOT will have the opportunity to evaluate its core functions and bylaws as a result of the new Ontario Not-for-Profit Corporations Act (ONCA). The Board of Directors will be key to identifying what is working, what needs to change, and where we see the profession of occupational therapy into the future.

2. What is the role of the board?

OSOT's Board of Directors provides strategic leadership and direction. It oversees the organization to ensure staff and volunteer teams work to achieve the goals of the [strategic plan](#) and vision. The Board sets strategic direction in consultation with the members and defines a strategic plan. The Board's work addresses governance issues such as risk management, financial security, policy, and positions of the organization. The role of the OSOT Board of Directors is defined in Article 4.13 of the Society's [Bylaws](#).

3. What are the Board and Committee meeting schedules?

OSOT's Board of Directors meets approximately 6 times per year for a full day meeting (typically on a Saturday). Expenses are paid for Directors to attend meetings held our Toronto office at Yonge St./Sheppard Ave. During the COVID-19 pandemic, virtual meetings have been the norm but we are hoping to meet in-person soon. The 2022-2023 Board Meeting schedule will be developed with input from incoming Directors.

In addition to Board meetings, each Director will sit on two Board Standing Committees. These committees are the mechanisms through which the governance work of the Board is accomplished and ensures that Board meetings can be focused on dealing with strategic issues, decision-making, and proposal reviews. Roles and functions of Standing Committees (Executive, Finance, Human Resources, Nominations and Elections, Process Monitoring) are defined in [Articles 6 and 7 of the Bylaws](#). Standing Committees typically meet 4-6 times per year by tele/video conference and are generally 1.5 hours in duration. The expectation is that you attend at least 80% of your Board and Committee meetings. Preparation for meetings takes approximately 4-9 hours which includes reading prepared materials.

4. What is the organization's financial condition?

OSOT has a strong and stable financial position. Continued membership growth and diversification of non-dues revenues has enabled budget growth to serve and represent members better. A review of [the Society's Audited Financial Statement at September 30, 2020](#) reflects the financial status of the organization at year end. The strength of the Society's finances has allowed for increased investment in advocacy and professional promotion in recent years. The Board has established sound financial policy and procedure that promotes effective fiscal management and appropriate oversight. Management is responsible for the day-to-day operations and financial management of the organization. The Treasurer is well supported by staff in their work to chair the Finance Committee and oversee financial security of the organization.

5. What are the organization's program goals for the next three years?

OSOT's program and activity goals are directed by the Society's mission and Strategic Plan. [View OSOT's current Strategic Plan.](#)

In 2022, OSOT will begin work to create the next strategic plan through engaging members and other stakeholders in an exploration of what is most needed to support the practice of occupational therapy in Ontario now and into the future.

6. What orientation and Board development activities are planned?

OSOT commits to a formal and ongoing Board orientation, which typically includes a 1-2-hour orientation session/discussion with the President and Executive Director, an online orientation program and Board online community and resource room, and formal governance issue reviews at regular intervals for all Board Directors (financial management, advocacy agenda, risk management, etc.). As OSOT's Board of Directors is an 8-member team (9 in alternate years), there is ample opportunity for collegial relationship and support.

7. Why are you being asked to serve on this Board?

OSOT seeks members who are interested and committed to the work of the Society, its leadership, and the profession with in Ontario. Effective communicators and strong team players bring valuable and important skills. The next couple of years will bring opportunities to shape the future of OSOT and we seek diverse representation on the Board to ensure the OT profession is well represented. All OTs have the knowledge, skills and experience to meaningfully contribute to the profession and our future.

For more information about OSOT and the Board of Directors....

- Visit www.osot.on.ca, the Society's website.
- Contact [Martha Bauer](#), Chair OSOT Nominations and Elections Committee or [Marnie Lofsky](#), Executive Director to address questions relating to board positions or the nominations/elections process.
- Contact a current Board Director to discuss their role, experience and advice to a potential nominee. See the [2021-22 Board of Directors](#) listing.
- Talk to colleagues and assess the reputation of OSOT.