



Joining the Board of Directors of the Ontario Society of Occupational Therapists is a 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 the Board.**

### **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 ***provide voice, visibility and leadership for Ontario occupational therapists and occupational therapist assistants.***

OSOT's over 4,700 OTs, student OTs and soon to include OT assistants, share a commitment to a strong future for the profession of occupational therapy in Ontario and, through OSOT, support advocacy and promotion of the profession. Through member services, professional development opportunities, 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](#).

**With an updated Bylaw and Strategic Plan**, OSOT will have the opportunity to grow, take new opportunities, and continue to raise awareness of the value of occupational therapy in Ontario.

### **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 new [2023-2027 Strategic Plan](#) and vision. 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 Bylaws and policies.

### **3. What are the Board and Committee meeting schedules?**

OSOT's Board of Directors meets approximately 8-10 times per year for between 1.5 hours and 2.5 hours. Meetings alternate between day and evening virtual meetings (mid-week). We anticipate 1-2 in-person meetings throughout the year with expenses paid for Directors to attend meetings held at our Toronto office at Yonge St./Sheppard Ave. The Board Meeting schedule will be developed with input from incoming Directors.

In addition to Board meetings, each Director will sit on up to two Standing Committees. These committees are the mechanisms through which the governance work of the Board is accomplished and ensure that Board meetings can be focused on dealing with strategic issues, decision-making, and proposal reviews. The roles and functions of Standing Committees (Finance, Human Resources, Nominations and Awards, and Governance) are defined in Bylaws and policies. Standing Committees typically meet 4-6 times per year virtually and are generally 1-1.5 hours in duration. The expectation is that you attend at least 80% of your Board and Committee meetings. Preparation for meetings takes approximately 1-2 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 have enabled budget growth to serve and represent members better. 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. The Treasurer is well supported by staff in their work to chair the Finance Committee and oversee the 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 2023, a new Plan was created with a focus on expanding membership to include occupational therapist assistants, the use of technology in the profession, advocacy, and strengthening OSOT as an organization. There are many exciting projects and activities being planned that you can be a part of.

#### 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 Chair and Executive Director, an online orientation program, Board online resources, 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 a 9-member team, there is ample opportunity for collegial relationships 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 within 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](http://www.osot.on.ca), the Society's website.
- Contact [Milinda Alexander](#), Chair OSOT Nominations and Awards 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 [2023-24 Board of Directors](#) listing.
- Talk to colleagues and assess the reputation of OSOT.