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## Board of Directors

### Position Description (Volunteer)

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#### **About Blue Nose Marathon:**

Known as 'the people's marathon', the Scotiabank Blue Nose Marathon event welcomes all ages, abilities and fitness levels. Blue Nose Marathon is a community based and volunteer-driven organization.

With the help of more than 1,400 volunteers, there are seven running events (5KM, 10KM, 15KM, half marathon, full marathon, marathon team relay, youth run-4KM and 2KM) taking place during the Victoria Day weekend every year. There is also an Active Living Expo that spans two days with more than 80 booths. The Scotiabank Charity Challenge has grown to over 80 charities that collectively have raised more than \$500,000.

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#### **Position Summary:**

The Board of Directors position is a volunteer leadership position within the Blue Nose Marathon. A Blue Nose Director understands what the Blue Nose Marathon is and demonstrates a commitment to the organization. The Board of Directors provides the strategic leadership and governance to ensure the goals and mission of Blue Nose Marathon are achieved.

While day-to-day operations are led by Blue Nose's Executive Director (ED), the Board-ED relationship is a collaborative relationship, and the appropriate involvement of the Board is both critical and expected.

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#### **Roles and Responsibilities:**

A Director will focus on leadership, governance and oversight of the Blue Nose Marathon with responsibilities include:

- Testing everything, we do against our eight goals with careful consideration given to the extraordinary experience
- Providing stewardship, general control and management of policy and affairs of the Blue Nose Marathon
- Reviewing outcomes and metrics created by Blue Nose Marathon for evaluating its impact, and regularly measuring its performance and effectiveness using those metrics
- Monitoring the organization's financial affairs
- Coming to board meetings prepared and ready to participate
- Approving Blue Nose's annual budget, audit reports, and material business decisions; being informed of, and meeting all, legal and fiduciary responsibilities
- Contributing to an annual performance evaluation of the ED
- Assisting the Board Chair in identifying and recruiting other Board Members
- Serving on committees or task forces and taking on special assignments
- Representing Blue Nose to stakeholders; acting as an ambassador for the organization



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- Ensuring commitment to a diverse board and staff that reflects the communities Blue Nose serves
  - Keeping up to date with issues and trends that affect the organization
  - Making inquiries when clarification or more information is needed
  - Avoiding any potential conflicts of interest
  - Understanding and maintaining confidentiality
  - Ensuring the organization is complying with all legal and regulatory requirements

#### **Board Terms/ participation:**

- Attend meetings regularly
- Contribute skills and knowledge by participating actively in meetings and committee work
- Serve 3-year term as per Halifax International Marathon Society;
  - Eligibility 2 consecutive terms
  - Board members who have completed two consecutive terms are eligible for a further two consecutive terms having not been a board member for a minimum of twelve months

#### **Qualifications:**

- Passion for the Blue Nose Marathon
- Member of the community Blue Nose serves
- Professional experience in or more of the following areas: Community engagement, Finance, Legal, Human Resources, Sponsorship and revenue, Health & Wellness or Fitness, Operations and logistics, Marketing and Communications, Technology, Risk management, Governance

#### **Inclusivity**

As a community-based, non-profit organization, Blue Nose Marathon embraces an inclusive policy, welcoming individuals from diverse communities to all aspects of its operations, including the hiring of employees and selection of volunteers.