



September 2017

## Pi Theatre Board Member Position Description

*Pi Theatre produces and presents bold and uncompromising plays that explore modern life. We connect our audiences with theatre that's intellectually alive and emotionally charged.*

Board members are responsible for supporting Pi Theatre's mission both internally and in the community.

The Board of Directors is the legal authority for Pi Theatre. Board Members act in a position of trust for the community and are responsible for the effective governance of the organization. Board members ensure Pi Theatre acts in accordance with its mission, bylaws and internal strategic documents. Board Members report to the President of the Board and have the following responsibilities:

1. Attend scheduled board meetings every 6 weeks.
2. Attend the Annual General Meeting.
3. Serve on a board committee, which currently include:
  - a. Fundraising Committee;
  - b. Marketing Committee; and
  - c. Governance Committee.
4. Attend scheduled committee meetings every 6 weeks or as needed.
5. Attend Pi Theatre's plays and special events.
6. Act as ambassadors of Pi Theatre, spreading awareness of its mission and events to the Vancouver community and their network.
7. Provide financial support to Pi Theatre and participate in fundraising efforts to the extent they are able capable.
8. Fully inform themselves of organizational matters and participate in the Board's decision-making and strategic planning, including:
  - a. consider and approve, where appropriate, policies and other recommendations received from the Board, its committees, and staff;
  - b. monitor and update where needed: membership, bylaws, Board policies and Board structure;
  - c. participate in the development and oversight of Pi Theatre's strategic organizational plan and annual review;
  - d. review and approve Pi Theatre's annual budget; and
  - e. approve the hiring and release of senior staff, including reviewing applicable employment contracts.

Board Members are elected at the Annual General Meeting and must serve a minimum one-year term. Board Members can also be appointed during a term to fill any vacancies on a case-by-case basis. Board Members may be released at the end of the elected term by resigning or in accordance with Pi Theatre's bylaws. Upon resignation, Board Members will provide at least three months' notice and make reasonable efforts to find a replacement.