

## Board Charters

Board Charters are documents that set out the job description and overall role of the board — from the composition, purpose, role, and responsibilities to job descriptions for committees — reminding Board members that they are part of a group with authority over, and liability for, the organization.

To govern consciously, the Board needs to have a Board charter that clearly outlines roles, responsibilities, ethical expectations and operational details of the Board. This enables Board members to have a shared understanding of how the Board works. This is particularly useful in the Board induction process and Board evaluation process.

**The information that goes into a Board charter should include at least the following:**

- \* Purpose of charter
- \* Purpose of the Board
- \* Roles and Responsibilities
- \* Membership and team
- \* Board/CEO relationship
- \* Induction and continuing education
- \* Board performance
- \* Conflicts of interest
- \* Access to management
- \* Access to independent professional advice
- \* Confidential information
- \* Board Culture
- \* Reporting
- \* Review of charter
- \* Publication of the charter

