



MISSION

Girl Guides of Canada–Guides du Canada (GGC) enables girls to be confident, resourceful and courageous, and to make a difference in the world.

PURPOSE

To foster and promote a partnership of senior staff and senior provincial council leaders to manage all matters of a nationwide operational nature in order to support the Board to promote the Vision, Mission and Values of GGC within the organization.

ACCOUNTABILITY

(Co-Chair) Director of Provincial Operations (Member), to Vice Chair of the Board of Directors.
(Co-Chair) Senior Management staff as delegated by the Chief Executive Officer, to the Chief Executive Officer.

RESPONSIBILITIES

1. Collaborate on work delegated by the Board for the development and implementation of Guiding throughout Canada, including:
 - a. Facilitating common understanding and consideration of linkages, impacts and implications of operational initiatives sourcing from the national and provincial levels;
 - b. Discussing and resolving issues related to major operational projects, nationwide initiatives or events and processes being developed to support the GGC Strategic Plan and core business to ensure all possible implementation challenges are considered which promote the image and values of GGC and may effect membership development and sustainability;
 - c. Development of strategies and action plans through cross-functional coordination to ensure Board requirements as approved in the GGC Strategic Plan are covered, including clear lines of responsibilities, and that linked activities are coordinated and complementary.
2. Be a forum for the discussion and resolution of provincial issues that are operational in nature.
3. Identify issues and make recommendations on matters that currently or could potentially affect Guiding throughout the country.
4. Consider issues, projects and programming recommendations arising from staff meetings, provincial council meetings, and member consultations that will impact Guiding in the provinces and strategize on solutions.
5. For new and revised GGC policies and procedures that will have impact on the operations of GGC nationwide, develop implementation plans, including communications and change management.
6. Promote the directions and decisions of the Board within the organization.
7. Share current and relevant information and updates on projects and programs and facilitate the dissemination of same to appropriate audiences, using multiple methods and channels of communication.



8. Contribute to the consultation process regarding pricing and distribution of cookies and promote the sales and distribution methods and sales channels of cookies as a nationwide fundraiser for GGC.
9. Ensure compliance to *Fundamental Principles for all National Level Committees*.

Refer to DICA decision matrix for support and guidance on **D**ecision-making, **I**mplementation, and stakeholder **C**onsultation and **A**dvisement as appropriate.

MEMBERSHIP

- Director of Provincial Operations (Member co-Chair)
- Senior Management staff as delegated by the Chief Executive Officer
- Provincial Commissioners

Note: A National Staff Manager will be included in a meeting where relevant to their portfolio if so determined by the co-Chairs.

MEETINGS

A minimum of two (2) face-to-face meetings per year, one (1) of which is in conjunction with the GGC National Annual General Meeting.

Other meetings as needed may be scheduled through teleconference.

TERM OF OFFICE

- Director of Provincial Operations: three (3) years
- Senior Management staff as delegated by the Chief Executive Officer (consistent with employment)
- Provincial Commissioners: three (3) years to coincide with their term as Provincial Commissioner
- National Staff Directors (consistent with employment)