



Canadian
Evaluation
Society

Société
canadienne
d'évaluation

TOR-7: President

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Purpose

The President serves as the chief operating officer of the Society, leading a national working Board consisting of Chapter members from coast-to-coast-to-coast in aspiration of implementing the Society's vision and strategic priorities as a voluntary organization for professional evaluation.

Roles and Responsibilities

Promote program evaluation, CES and the PDP in Canada and abroad

1. Engage with national, provincial, regional, and local governments.
2. Promote with like-minded associations.
3. Inspire media and other important actors.
4. Ensure partner and service provider relationships are managed with the Past President.
5. Communicate proactively with all in the evaluation ecosystem, including users and producers of evaluation.
6. Represent CES at conferences, meetings of other associations, etc.

Lead the Society

1. Engage Chapters and members in national plans and activities.
2. Meets on a regular basis with all Chapter Presidents at a schedule and duration agreed to by interested Chapter Presidents. At least two all President meetings during the CES national business year is recommended. One meeting may be proposed to take place in-person during the CES national conference. Meets with new Chapter Presidents upon request.

3. Ensure effective internal communications.
4. Rally the organization around the strategic plan and follow the Standard Operating Procedure to lead the review and renewal of the 5-year CES strategic plan when applicable.
5. Keep membership apprised of issues and solutions.
6. Produce President 's report for CES Annual Report.
7. Leads the meetings of the Board and Executive Committee, the Annual General Meeting, general meetings, and special meetings.

Oversee CES services and activities

1. Ensure an annual plan for programming is established and carried out with the Executive Committee.
2. Chairs the National Conference Committee. This role may be delegated to another member of the Board, where the President at minimum must be a participating member of the committee.
3. Supports and supervises the CES Association Management Company (AMC) responsible for national secretariat and member services as well as other association services as determined in the AMC contract. This role may be delegated to another member of the Board.
4. Be an ex-officio member of all Standing Committees.
5. Provide advice and assistance to all CES personnel, structures, and committees.
6. Ensure finances are being managed with the Treasurer.
7. Follows [general governance direction \(G-7\)](#) to manage the affairs of the Society with the Vice-President.

With the assistance of the Board, plan for succession to the Board and Executive Committee

1. Manages the selection process for Executive Committee positions.
2. Ensure election/ratification is conducted with the Past President.
3. Receives notification from Chapter Presidents (or equivalent authority) the name and contact information for new Chapter Representatives. This contact information is to be provided in accordance with the [New Board Member Orientation \(G-5\) policy](#). Departing Chapter Representatives and Board members will also inform the President with reasonable notice.

4. Contribute to the orientation of new Board and Executive members, as described in [policy \(G-5\)](#). Orient and transfer knowledge and files to the new President.

Term

The President is elected in accordance with the [Election of Officers \(G-3\) policy](#) and CES bylaw.