

ROLES OF THE EXECUTIVE COMMITTEE

1. Carry out the directions of Council and General Meetings.
2. Create policy recommendations and action plans for Council and General Meetings that reflect the wishes of the members.
3. Be accountable to the members for all aspects of the Association, including finances.

ROLES OF EXECUTIVE COMMITTEE MEMBERS

1. Attend all Executive, General and Council Meetings.
 - Executive meets on the second Thursday of the month.
 - Council meets on the last Thursday of the month.
 - General Meetings are regularly scheduled two times a year.
2. To seek election to the BCTF AGM during Spring Break and Summer Conference in August.
3. Serve on BCTF, VSTA and VBE Committees and provide a link between them and the Executive.
4. Represent and support positions formally taken by the Executive, Council and General Meetings.
 - Executive members are elected by the general membership and should represent the views of the general membership, not necessarily those of their school. Nevertheless, Executive members should participate in their School Teams.
 - An Executive member may speak in opposition to a position formally taken by the Executive, Council or a General Meeting only if they had their contrary vote recorded at the time the position was taken.
5. Solicit, listen to and report back the views of members in their schools.
 - Keep the President and Vice-Presidents up-to-date on what is happening in the schools.
6. Be familiar with and study the Collective Agreement.
 - Be aware of the negotiations and grievance processes and help staff reps and members understand them.
7. Develop a broad knowledge base about issues and policies relevant to the Association.
 - Keep up to date with BCTF, VSTA and VBE communications.
8. Monitor contract implementation in the schools and the district.
 - Support and advise staff reps.
9. Respect confidential information.
 - Adhere to the expectations of 'in committee' discussions.
10. Encourage members to take on leadership roles and recruit appropriate people to serve on committees, task forces and Executive.