



## **President of Mohawk College Position Description**

The President's role is to provide vision and effective leadership for Mohawk College. The President sets the "tone" for College management in order to foster ethical and responsible decision-making, and best-in-class management practices, and is Mohawk College's primary liaison with the communities and stakeholders served by the College.

The President will:

1. Provide vision and leadership to Mohawk College in the best interests of the organization, and in achieving the College's Vision, Mission and Values, its Strategic Plan, and each annual business plan.
2. Develop and maintain an effective organization with the right people in the right positions.
3. Ensure that Mohawk College has an effective executive team and senior leadership team, that the Board has regular exposure to senior executives and leaders, and that there exists an effective plan of succession and development for the President and senior executives and leadership of the College.
4. Provide general supervision and management of the day-to-day business of Mohawk College, consistent with decisions requiring prior approval of the Board, and the Board's expectations.
5. Foster ethical and responsible decision-making by College management.
6. Set the ethical tone for Mohawk College and its management, including: (i) overseeing the administration and implementation of, and compliance with, Mohawk College's policies and procedures; (ii) taking all reasonable steps to satisfy the Board as to the integrity of the senior management of the College; and, (iii) taking all reasonable steps to satisfy the Board that the President and senior leadership create a culture of integrity at Mohawk College.
7. Comply with the Mohawk College Employee Code of Conduct and the Mohawk College Governor's Code of Conduct.
8. Ensure the implementation of the Strategic Plan and an annual business plan, and direct and monitor the activities and resources of Mohawk College, consistent with the strategic direction, financial limits and operating objectives approved by the Board, and in a reliable, high-quality, safe and ethical manner through resourceful people, capitalizing on superior human resources and other assets, and operating in a socially responsible manner.
9. Ensure the development of an annual budget and business plan that supports the Strategic Plan, and recommend the budget and annual business plan to the Board for review, and, in the Board's discretion, approval.

10. Serve as the principal external spokesperson and liaison for Mohawk College, including effectively managing relations with internal and external stakeholders, including employees, students, communities that Mohawk College serves, governmental and regulatory bodies, suppliers, the media, and the public generally.
11. Communicate Mohawk College's Vision, Mission and Values to stakeholders.
12. Be a community leader, and ensure that Mohawk College makes and keeps appropriate commitments to the well-being and improvement of the communities and other stakeholders it serves.
13. Provide leadership to College management in support of Mohawk College's commitment to social responsibility.
14. Ensure appropriate policies and procedures of Mohawk College are developed, maintained and observed.
15. Ensure that Mohawk College has complied with all regulatory requirements for Mohawk College's financial and non-financial information, reporting requirements and internal controls over reporting and principal risks.
16. Establish and maintain Mohawk College's internal control over financial reporting through appropriate policies and procedures
17. Provide any applicable or required regulatory assurance regarding Mohawk College and its activities.
18. Approve commitments within the limits of delegated approval authorities.
19. Provide the Board assurance that the proper systems are in place to identify and manage principal financial and non-financial risks, and that such risks are acceptable to Mohawk College and are within the guidelines established by the Board.
20. Communicate in a timely fashion with the Board on material matters affecting Mohawk College.
21. Communicate regularly with the Chair of the Board and other Governors, as appropriate, to ensure that Governors are receiving the information necessary to fulfill their obligations.
22. With the Audit, Finance and Infrastructure Committee, the Chief Financial Officer, and other members of College management, ensure accurate and timely financial information is provided to all stakeholders who have a legitimate need to receive it.
23. With the Governance Committee and the Board, participate in developing annual Presidential goals and objectives aligned with Mohawk College's Vision, Mission and Values, the Strategic Plan and the annual business plan and budget, as well as indicators to measure the President's performance; and, in conjunction with the Governance Committee, present them to the Board for review, and in the Board's discretion, approval.

24. Report to the Board in a timely manner on progress regarding or deviations from the Strategic Plan.

25. Carry out any other appropriate duties and responsibilities assigned by the Board.

To honour the spirit and intent of applicable law as it evolves, the authority to make minor technical amendments to this position description is delegated to the Corporate Secretary, who will report any such technical amendments to the Governance Committee at its next meeting.

The Governance Committee will review this position description at least annually, with updates to be recommended to the Board for review, and, in the Board's discretion, approval.