

FEA Council Terms of Reference

| Mandate:

The mandate of the FEA Council is to act as a conduit between our FEA designate community and Family Enterprise Canada. Council members will provide guidance and support to Family Enterprise Canada, specifically with respect to the FEA member experience and engagement. The overall objective is to have a strong, growing and dynamic FEA member community across Canada.

| Accountability:

The Council is accountable to the Board of Directors (the “Board”) of Family Enterprise Canada.

| Responsibilities:

The key responsibilities of the Council members will include:

- Providing ideas, input, and guidance on all aspects of member engagement including member communications, in-person and online events, educational programming, and community building activities.
- Acting as a liaison between the membership community and Family Enterprise Canada, seeking feedback and input on the overall member experience – being the “voice of the members.”
- Serving as ambassador for the FEA community, encouraging engagement and participation of all members with the goal of building a strong dynamic member community.
- Being an advocate, both within the community and externally, promoting the FEA vision, the designation, and related educational programs.

| Composition and Term:

- Membership of the Council shall be comprised of a minimum of four (4) and a maximum of seven (7) FEA designates in good standing.
- Council candidates shall be selected taking into account appropriate criteria related to diversity, nature/type of practice, geography and skills/capability in fulfilling the mandate of the Council.
- Members of the Council will be appointed by the Board to serve for a two-year term with the option to serve for successive terms on approval by the Board.
- The Board shall appoint a Chair of the Council.

| Expectations:

- Strong commitment to and belief in both the vision for the FEA designation and the goal of a strong, dynamic FEA community.
- Capacity to contribute time and effort to fulfilling the mandate and responsibilities of the Council.
- Meet on a quarterly basis with at least one meeting being in-person, when possible.
 - Additional meetings/calls may be required, particularly in the initial stages.
 - Technology will be utilized where possible to minimize time commitment of members being away from their practice.
- A commitment to uphold the Standards and Ethics of the FEA designation, as prescribed, and to maintain their membership in good standing.
- A commitment to being transparent regarding relationships and potential conflicts in the family enterprise ecosystem.