

Terms of Reference

NAME:

Strategic Planning Committee

REPORTING TO:

Board of Directors.

OVERALL PURPOSE OF COMMITTEE:

Oversee implementation and refinement of the SOAR Strategic Plan for serving the administrative justice community.

MAJOR COMMITTEE TASKS:

- Conduct an annual review of SOAR's Strategic Plan. In some circumstances, a more frequent review may be necessary.
- Set-up and maintain a monitoring process for action items in the Strategic Plan.

DURATION OF COMMITTEE:

Ongoing.

NUMBER OF MEETINGS:

As required.

FINANCIAL IMPACT:

Unquantifiable; will affect SOAR's entire operation.

STAFF LIAISON:

SOAR Administrator.

SELECTION/ELECTION OF CHAIR:

Vice President of SOAR.

SELECTION/ELECTION OF MEMBERS:

Recommendation by the Executive Committee; approved by the Board of Directors.

COMMITTEE CHAIR RESPONSIBILITIES:

Chair meetings and provide a report to the Board.

COMMITTEE MEMBER RESPONSIBILITIES:

As per above major tasks.