

# Back to the Sea Society

## SAFETY, ACCESSIBILITY & ANIMAL ETHICS

### COMMITTEE ROLE

#### **The role of the Safety, Accessibility & Animal Ethics committee is to**

- Provide recommendations, advice and information to the Society on those specialized matters related to the purpose of the committee;
- Participate in the development and/or refinement of the Society's Accessibility Plan which is intended to improve the quality of a visit to the Touch Tank Hut or the future Back to the Sea Aquarium for all our visitors;
- Participate in the development and/or refinement of the Society's Occupational Health and Safety policy;
- Partner with the Board and Executive Director to enforce the OHS policy to ensure the safety of all Back to the Sea supporters, visitors, staff and volunteers, both current and future;
- Ensure the Society always acts in the best interest of the animals and in keeping with the catch-and-release philosophy;
- Review in a timely manner the site plans and drawings for any future new developments;
- Build relationships, when possible, with members of the public and potential supporters of the society;
- Occasionally represent the Back to the Sea Society at external events, such as conferences or workshops related to the committee's purpose;
- Act as a proud and professional ambassador of the Back to the Sea Society.

The committee shall conduct itself in keeping with the policies and the By-laws set out by the Society.

The committee should meet no less than 4 times a year. Additional meetings may be called by the Chair or by the majority of the members when needed.

#### **The role of the Chair of the communications committee is as follows:**

- To schedule meetings and circulate the information to all committee members;
- To review the minutes and ensure all required info is documented;
- To liaise between the committee and the Board Chair;
- To give a report at Board Meetings when necessary.

#### **The role of the Recording Secretary is as follows:**

- To record the minutes at every meeting;
- To send the completed minutes to the Committee within one week of the meeting;
- To keep a record of all meeting minutes.