

**SOCIETY OF SAINT VINCENT DE PAUL**  
**National Council of Canada**

Committee Terms of Reference

- Committee Name:**                    **National Strategic Planning**
- Type :**                                Standing
- Goals:**                                To develop, monitor and annually maintain/revise the National Council of Canada Strategic plan for the Society of St. Vincent de Paul.
- Membership:**                    – National Council President (ex-officio)  
   – Chairperson is a member of the National Executive Committee, as appointed by the National Council President  
   – A spiritual advisor, appointed by the National Council President  
   – Members of the committee include one representative from each Regional Council. These members are appointed to the position by the president of each of these councils.
- Meetings:**                            As required, and at the Annual General Assembly
- Responsible to:**                    The Executive Committee, the Board of Directors and the National Council President
- Reporting & Deadlines:**                    – The members of the steering committee report to the Chair as requested, at least on a quarterly basis.  
   – The Chair reports to the Executive Committee, and the Board of Directors as required, with a full report to the Annual General Assembly in June each year.
- Specific duties, functions or areas of responsibility:**
- a) Act as liaison to all Councils within the assigned areas.
  - b) Assist all Councils with the identification and development of national strategic issues, with subsequent documentation, monitoring, evaluation and updating annually.
  - c) Provide support to councils requiring/requesting assistance and/or education related to strategic planning and its process.
  - d) Inform and update local Councils, in relation to status of objectives and target dates within local areas.
- Approval/Review date:** annually
- Board of Directors Approval:** May 2004
- Revised:** To be submitted to the Board (May 2007).