



EXPRESSION OF INTEREST

Board of Directors

August 2020

Application Package is due 5 pm EST September 15, 2020

The Aboriginal Sport Circle (ASC) Board of Directors (BOD) is extending a call for the Expression of Interest from individuals interested in serving on the board for a two (2) year term commencing in the Fall of 2020. As per the ASC By-Laws (Article 4.6), current board members at the end of their term are not required to submit the nomination package but may stand for re-election at the Annual Meeting of Membership. As such, there are **five (5) vacancies, including the position of Vice President**.

1. ABOUT THE ABORIGINAL SPORT CIRCLE

The ASC is the national voice for Aboriginal sport, physical activity and recreation bringing together the interests of First Nations, Inuit and Métis peoples. The ASC is a collective of Provincial/Territorial Aboriginal Sport Bodies (PTASBs) who guide the direction and establish its national priorities. The organization is a non-for-profit under the *Canada Not-For-Profit Corporations Act* S.C. 2009.

2. ABOUT THE BOARD OF DIRECTORS AND VICE PRESIDENT POSITIONS

The Board of Directors is the legal authority for the ASC. The Vice President is an *Officer* of the Board acting as a liaison between the Board and all committees, ensures committees are working within their respective terms of reference, and presides at meetings of the Board. The Vice President and Directors act in a position of trust and provides strategic direction and governance of the organization through the Chief Executive Officer (CEO) who oversees the daily operations of the ASC and staff. Directors are independent of the PTASBs.

3. DESCRIPTION

You are passionate about Indigenous culture, sports, physical activity, recreation, youth development, community development, and healthy lifestyles. You have a vision on the place and role of the ASC. You have extensive experience in some of the areas outlined below, and you are able to participate in strategic discussions while grasping all the stages of implementation.

4. TERMS AND TIME COMMITMENTS

The current Bylaws are for two (2) year terms. There are minimum of 4 Board of Director Meetings per year, typically including two face-to-face meetings in Ottawa (or another City), and 2-3 conference calls (1-2 hours each), typically during working hours throughout the year. You should allow for 10 hours a month to review board material in addition to attending the meetings. During COVID-19 restrictions all meetings are held virtually.

In addition to the BOD meetings, each director of the Board will expect to sit on one to two committees based upon need or competency. The time for committee work varies. As the organization is progressing through a time of growth the time on Committees has been monthly, but likely will move to quarterly meetings in the future.

5. GENERAL DUTIES

A Director must be fully informed on organization matters, and participate in Board deliberation and decisions as presented.

6. RESPONSIBILITIES

Responsibilities of the Board of Directors, includes the following:

- a) *Approve, where appropriate, policy and other recommendations received from the Board, its Committees and senior staff;*
- b) *Monitor all Board Policies;*
- c) *Assist in developing and maintain positive relations among the Board, committees, staff members, and community to enhance the ASC;*
- d) *Guidance and leadership to the CEO and staff as they develop and implement the strategic and operational plans;*
- e) *Participation in committees such as governance, finance, human resources, and programs/services;*
- f) *Review of Board packages and supporting material prior to Board and Committee Meetings;*
- g) *Approval of Annual Budget and Audit;*
- h) *Contributing to the BOD and CEO Annual Evaluation;*
- i) *Representing the ASC to Stakeholders and acting as an Ambassador to the organization.*

7. COMPOSITION OF THE BOARD

The Board of Directors consists of eight (8) Directors, including a President and Vice-President.

8. BOARD OF DIRECTOR - COMPETENCIES

The ASC is seeking candidates with the following competencies:

- Knowledge of the sport system within Canada or internationally, including provincial/territorial sport leadership;
- Governance experience;
- Executive level leadership;
- Risk management/finance;
- Government relations in Ottawa;
- Fundraising/revenue generating;
- Umbrella organization and/or national corporate;
- Experience serving on Boards;
- Work with/or related to serving Indigenous groups.

The following are additional considerations:

- The ability to speak and communicate in English, French, or an Indigenous language or a combination;
- The Board reflects the equity and diversity representative of the fabric of Canada, including individuals living with a disability, gender parity and LGBTQIA2S+ identities.
- As we are an Indigenous Organization preference will be given to Indigenous applicants that fit within the required competencies.

9. SKILLS AND EXPERIENCE

The Directors of the organization are critical to the success of the organization. In addition to Board experience, potential Directors should have one or more of the following skills and/or attributes:

- Knowledge of First Nations, Inuit, and Metis context and realities;
- Accounting designation (CA, CMA, CGA);
- Legal designation (LL.B);
- Professional qualifications (MD, PhD, MBA, Sport Science Degree/Diploma);
- Personnel Management (Human Resource Professional designation);
- Media/Marketing/Public Relations contacts/experience;
- Fundraising and funding source contacts;
- Administration/management experience;
- Government relations/contacts;
- Organizational development/Strategic Planning experience.

10. ELIGIBILITY

To be eligible as a Director of the Corporation, the following attributes apply:

- a) *Individuals who are eighteen (18) years of age and older;*
- b) *Has the power under law to contract;*
- c) *Must not be a bankrupt;*
- d) *Must not have a criminal record or a civil claim based in fraud.*

NOTE: *As a Multi-Sport Organization (MSO) funded by Sport Canada, Directors and Officers of the ASC will be independent and not hold any elected or paid staff position with that of a Member/PTASB.*

11. TIMELINES

The election for the above positions will take place on September 22, 2020 via a Virtual Annual Meeting of the Membership. Individuals who wish to put their names forward to stand for election should be available to attend the Virtual Annual Meeting and present for a maximum of 3 minutes on your interest in joining the ASC.

Interested individuals who wish to express their interest may do by submitting the following:

1. Completed ASC Application Form – 2020 Election Board of Directors (see attached);
2. Current Resume or Curriculum Vitae (CV);
3. Two (2) Letters of References that endorse the nomination (1 personal or professional and 1 from an ASC PTASB);
4. Identify your availability to present for 3 minutes at the Membership Annual Meeting on September 22, 2020.

As per the ASC By-Laws Article 4.4 (c), nominations are to be submitted seven (7) days prior to the annual meeting and are due by **5 pm EST, September 15th, 2020.**

NOTE: *Entire nomination packages, including CV/resume and letters of reference will be circulated to the membership prior to the Annual Meeting.*

Submit Nomination Package to:

ASC Nominations Committee Chair, Rob Newman

Via email: ascoffice@aboriginalsportcircle.ca

For assistance in completing and submitting Nomination Packages please contact

by email: ascoffice@aboriginalsportcircle.ca or

by phone ASC Office: (613) 518-8353 or Rob Newman: (604) 340-8432