



## **BOARD POSITION NORTH-EAST REGIONAL REPRESENTATION**

The Waubetek Business Development Corporation provides business and economic services to First Nations people throughout North-eastern Ontario. Direction for the organization is provided by the Waubetek Board of Directors which is comprised of individuals with business and governance-related experience. As the Board is responsible for complex business decisions and is privy to sensitive personal and financial information, nominees with substantial experience and good judgement are sought for these positions. Board appointments are for a two-year term with the possibility for reappointment. Nominations will be screened in accordance with the Director qualifications stated below.

### Director Qualifications:

- a) Must be a registered member of one of the following First Nations: Dokis, Nipissing, Temagami or Wahnapiatae;
- b) Must have a strong business/economic background with a minimum of at least five years of experience in operating a business or employment in the field of finance, management or economic programming;
- c) Must have a good knowledge of Indigenous businesses, the market area, and services available within the North-East Ontario region;
- d) Must have formal governance experience with a minimum of at least three years membership on an incorporated for-profit or not-for-profit Board of Directors with a proven understanding of the role of a Board Director. Proof of formal governance training is an asset;
- e) Must not be a current loan client of the Waubetek Business Development Corporation nor have an immediate family member who is a current applicant or loan client of the corporation. (Immediate family is defined as a spouse, child, parent, brother, sister or person permanently residing within the same household);
- f) Must be aware that they and any immediate family (as defined above) is ineligible for loan financing through the Waubetek Business Development Corporation due to the conflict of interest guidelines;
- g) The Board Chair and Members may not have a current or undischarged bankruptcy. A credit check through Equifax will be conducted;
- h) The Board Chair and members may not be principals in any litigation that might affect their position or judgement on the Board or the interests of the Waubetek Business Development Corporation; and
- i) Naishnaabemaang shwii go washme ndawendaagod.

Board Members are expected to attend one meeting per month (all meetings are currently conducted online) for COVID19 compliance) with occasional special meetings. A small honorarium is provided. When the Board meets in person, travel expenses are covered.

All interested parties must provide an application package as follows:

- 1) A signed cover letter expressing in general terms their understanding of Waubetek's mission, their reasons for applying, and the qualities and knowledge they would bring to the Waubetek organization;
- 2) An updated resume that demonstrates the nominee meets all the above-noted requirements; and
- 3) Confirmation in writing indicating First Nation support for your application through one of the following: A Band Council Resolution or a letter from the Chief of one of the First Nations listed above.
- 4) Three letters of reference from parties with knowledge and experience relating to the applicant's business or professional work history;
- 5) Vulnerable Sector Police Record Check

### Notes:

- Applicants are responsible for reading and understanding all conditions stated in this posting and confirm their understanding by submission of this application package;
- Waubetek reserves the right to verify any information provided by contacting any references or requesting additional documentation;
- All applications will be reviewed and screened by a committee of the Waubetek Board of Directors. This committee may call upon any applicant for a personal interview;
- The successful applicant will be provided with orientation on Board and operational policies prior to presiding at their first meeting.

Please email the complete application package to [waubetek@waubetek.com](mailto:waubetek@waubetek.com) by 4:00 p.m. on Monday, May 17th, 2021 with the subject line "Board of Directors Position".