



SOUTH ISLAND
**PROSPERITY
PARTNERSHIP**

2021 Board Recruitment Package

Application Period: May 15 – June 15, 2021

BOARD RECRUITMENT

The South Island Prosperity Partnership (SIPP) is currently recruiting up to 4 volunteers for a 3-year term on its Board of Directors, starting in September 2021.

Created in April 2016, SIPP is funded by 70+ members including representation from local governments, First Nations, post-secondary institutions, non-profits, industry and sector associations, and a mix of private businesses who are all working together towards a common goal of achieving economic prosperity for the region.

SIPP was created to help catalyze and create more household-sustaining jobs in our region. Our mission is to facilitate and promote the development of a strong diversified economy in South Vancouver Island.

SIPP is committed to diversity, equity and inclusion which is why we have joined the [50/30 Challenge](#). The goal of the program is to challenge Canadian organizations to increase the representation and inclusion of diverse groups within their workplace, while highlighting the benefits of giving all Canadians a seat at the table. We encourage applications by women.

Our Board of Directors is primarily private-sector led with one standing director allocated to First Nations members and one dedicated to post-secondary member representatives. The Board of Directors has a fiduciary responsibility and is accountable to the Members for the organization's results, which include performance and financial outcomes.

Over the next 5 years, SIPP will focus on achievements in the following four strategic priority areas:

- ***Committed Leadership & Public Engagement***

SIPP's members are the region's economy builders. We recognize the importance of collaborating with governments, industry, academia, nonprofits and the community to tackle the complex set of factors that shape long-term prosperity and resilience.

- ***Invest in Innovation Ecosystems***

To create sustainable comparative advantages and support creating new high-value jobs, we must strengthen our innovation ecosystem, the business environment supported by industry, government and academia.

- ***Invest in Inclusion and the Future Workforce***

People are the foundation of every economy. The pandemic has exacerbated the region's inequalities, as it has done around the world. Research has shown that equity-enhancing measures can boost economic growth in the long run, and companies with more diverse leadership teams can increase profitability, revenue and workplace productivity.

- ***Tell Our New Story***

The post-COVID-19 pandemic world will embrace smaller cities that are highly livable, agile, connected, competent, healthy, compact, innovation-oriented and future-ready.

Please refer to the [2021-2024 Strategic Plan, Rising to Resilience](#) for more information.

The closing date for applications will be at 4:30 pm (PST) on June 15, 2021. You will be notified of the results by the AGM September 7th, 2021

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A completed application comprises the application form (see attached) and resume.

Candidates

This is an exciting opportunity to steward economic development in your region and give back to your community and province.

We are seeking candidates who are driven by the belief that they can make a difference in the region by leveraging their skills, backgrounds, and connections in one or more of the following areas:

- Business, Technology and Economic Development
- Clean Growth
- Entrepreneurship
- Industry Transformation
- Legal, Governance, Accounting
- Equity, Diversity and Inclusion

The Director demonstrates strengths in leadership, teamwork, vision-setting, and strategic-thinking. Directors should be proactive, willing to leverage their networks, and have a positive outlook.

Directors are responsible for working with stakeholders to set SIPP's overarching vision; develop and oversee policy and governance; financial stewardship; as well as delegate responsibilities to a Chief Executive Officer (CEO).

Board Members work with a style of governance that is derived from policy-based governance models. The Board's involvement in operational areas will be established only by ad hoc committees as required in collaboration with the CEO.

A Director shall be familiar with the following:

1. The general economic makeup of the South Island region.
2. Economic development, business and sector development, and/or economics.
3. The duties and expectations of a director.
4. Corporate governance training is an asset.

Commitment

The Board of Directors is required to meet a minimum of four times a year. An annual agenda cycle will be created annually after the AGM. Board Directors must be willing and expect to serve on at least one of the committees listed below:

1. Executive Committee
2. Finance, Audit and Risk Management (FARM) Committee
3. Governance Committee
4. Membership Committee

Selection Process

SIPP's members, represented on the Board Selection Committee, will oversee the Board selection process.

The Board Selection Committee will assess the applicants' qualifications, experience, and competencies according to competency-based selection criteria.

The Board Selection Committee will consider the need for regional, municipal and sectoral representation and strive to represent diversity regarding gender, ethnicity, and age.

A final interview will occur with members of the Board Selection Committee. A slate of new

BOARD RECRUITMENT

Board Members will be nominated for approval by the members at the AGM in September 2021.

Eligibility

1. Applicants must be the age of majority.
2. Must not be a federal, provincial or municipal government employee or an elected official.
3. Must not be an employee of a partner agency.
4. As per the Society Act, must not have filed for, or currently undergoing bankruptcy proceedings, or have declared bankruptcy.

ROLES AND RESPONSIBILITIES

Roles

Regional Economic Development Strategy

Overseeing the implementation of the Strategy and vision of the organization.

Building Relationships

Building strong working relationships with the Funder Council and recruiting new funders. Promoting SIPP's interests in public and other relevant stakeholder groups.

Performance Management

Understanding how SIPP's activities and initiatives align with the mandate and objectives of the organization. Ensuring there are procedures in place to monitor, review, evaluate, and improve performance outcomes.

Strong Financial Stewardship

Stewarding the financial health of the organization by ensuring that strong financial management skills and appropriate accountability measures are in place.

Governance

Maintaining a sound governance framework, including managing the policies that define the

decision-making process and define roles and responsibilities. A Policy Manual has been approved by the Board.

Managing the CEO

Ensuring there is a policy in place to hire, manage and evaluate the performance of the CEO.

Executive Limitations

Setting the boundaries of prudence and ethics within which the CEO makes decisions about how to achieve the Board's objectives.

Responsibilities

Expectations

A Director must always act honestly, in good faith, and in the best interests of SIPP.

A Director must avoid situations where the interests of the Director are in conflict with the interests of those of SIPP.

A Director shall be knowledgeable of the members to whom the organization is accountable and shall appropriately consider the interests of such stakeholders when making decisions but shall not prefer the interests of any one group. To do so would not be in the best interests of SIPP.

SIPP shall be responsible to provide Directors Liability Insurance and Errors and Omissions Insurance.

Teamwork and Participation

A Director is expected to properly prepare for meetings, participate actively in Board discussions, and generally participate constructively.

A Director must feel comfortable expressing a dissenting opinion or vote.

Despite differences in opinion, Directors are expected to act in solidarity with the Board once a final decision has been made.

Representation

A Director shall represent the Board and SIPP when asked to do so by the Board Chair.

Knowledge and Learning

A Director shall participate in a board orientation session, Board retreats and board education sessions at the expense of SIPP.

A Director shall have a good general knowledge of the legal framework within which SIPP operates, including its legislation, incorporating documents, bylaws, and policies

A Director shall acquire a good working knowledge of issues and subject matter that pertains to the Board's business.

Additional Requirements

1. Travel to meetings in the Capital Regional District may be required.
2. Directors will be reimbursed on a per km basis.
3. Access to a computer and Internet is required.
4. Must be able to take Board training.

APPLICATION FORM

Thank you for your interest. Application forms (attached) and resumes can be submitted by email or mail. **The deadline for applications is 4:30 pm PST on June 15, 2021.** Please contact Emilie de Rosenroll by email directly if you have any questions.

Email: office@southislandprosperity.ca

Mail:

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