



SOUTH ISLAND
**PROSPERITY
PARTNERSHIP**

2024 Board Recruitment Package

Application Period: March 28 – April 30, 2024

BOARD RECRUITMENT

The South Island Prosperity Partnership (SIPP) is currently recruiting new members for a 3-year term on its Board of Directors, starting in June 2024.

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 3 years, SIPP will focus on achievements in the following four strategic priority areas:

- **Local Economies**

As a regional alliance, SIPP's capacity to achieve impact is strengthened by the contribution and collaborative capacity of its members. We recognize that collaborating with businesses, academia, nonprofits and community leaders is the only way to tackle the complexity of 21st-century challenges that will shape the future of our regional economy and our regional resilience to major external forces.

- **People and Innovation**

COAST Centre for Ocean Applied Sustainable Technologies is a response to input from our region's marine sector to better enable large companies to address issues through innovation and smaller companies to develop and grow alongside one another. The Centre will be a hub for solving tough challenges faced by our marine industry and allow companies in Greater Victoria and on Canada's west coast to pursue major opportunities related to the global ocean and marine space.

- **Indigenous Economy**

The Indigenous Prosperity Centre is committed to the self-directed economic vision of First Nations and Indigenous Peoples on Southern Vancouver Island and throughout British Columbia. In response to the Truth and Reconciliation Commission Calls to Action, and guided by an Indigenous Advisory Board, the IPC furthers Indigenous economic reconciliation by celebrating Indigenous economic leadership and wise practices and building bridges between Indigenous and non-Indigenous partners to create prosperity for Indigenous people and collaboratively transform the economy

- **Events and Thought Leadership**

As the economic development agency for Southern Vancouver Island, SIPP and our initiatives — IPC, COAST and Rising Economy — are in a unique position to encourage collaboration and communicate leading-edge ideas, best practices and strategic insights to help create regional prosperity.

Please refer to the 2024-2027 Strategic Plan, "A region on the rise" for more information.

The closing date for applications will be at 4:30 pm (PST) on Tuesday, April 30th, 2024.

BOARD RECRUITMENT

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:

- Legal, Governance, Accounting
- Business, Technology and Economic Development
- Entrepreneurship
- Industry Transformation
- 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:

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

The following areas of experience may be considered favourable:

- Ocean and Marine technologies
- Indigenous relations and communications
- Accounting and/or financial experience
- Legal (corporate structuring)

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:

- Executive Committee
- Finance, Audit and Risk Management (FARM) Committee
- Governance Committee
- Centre for Ocean Applied Sustainable Technologies (COAST) Committee
- Indigenous Economy Committee

BOARD RECRUITMENT

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 Members will be nominated for approval by the members at the AGM in June 2024.

Eligibility

1. Applicants must be the age of majority.
2. Must not be an Elected Official.
3. Must not be a Person designated to exercise the rights of SIPP membership on behalf of their Member Organization. (Still eligible to apply however would need to relinquish position as Member Representative).
4. As per the Society Act, must not have filed for, or currently undergoing bankruptcy proceedings, or have declared bankruptcy.

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

The closing date for applications will be at 4:30 pm (PST) on Tuesday, April 30th, 2024.

The recruitment process will be conducted throughout April and May and you will be notified of the results at the AGM on Thursday, June 13th, 2024.

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.

ROLES AND RESPONSIBILITIES

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. Please submit this **completed application form along with your resume** via direct email to office@southislandprosperity.ca.

The deadline for applications is 4:30 pm PST on Tuesday, April 30th, 2024.

Note: Please remember to attach your resume as part of the application	
Name:	
Address:	
Email:	
Telephone:	
Preferred Method of Contact:	
Current Employer:	
Area(s) of Expertise:	
Volunteer Commitments:	
How would SIPP benefit from your involvement on the Board?	
How did you hear about this opportunity?	
Why are you interested in serving on the SIPP Board?	