



Nomination for Appointed Director Position

This form is to be completed by all individuals who wish to be considered for a one (2011 - 2012) or two-year (2011-2013) special appointment to the Tourism Vancouver Island Board of Directors. The knowledge, experience, skills and commitment matrix is attached, with special emphasis identified for the 2011 - 2011 year.

This form is expandable but brevity and a maximum of two pages is encouraged.

Name:

Contact Information (mail and email):

Career Biography (Professional & Volunteer):

Reasons You Are Interested in Serving as an Appointed Director for TVI:

Key Areas of Knowledge, Skills and Expertise You Bring to the Board:

TVI Electoral Region I represent is: _____

(1. South Island, 2. South Central Island: Malahat to Ladysmith, 3. Central Island (Nanaimo, Parksville, Qualium Beach to Coombs). 4. Gulf Islands: Southern & Northern Islands (excluding Cororant & Malcome Islands), 5. Pacific Rim: Alberni-Clayoquot, 6. North Central: Comox-Strathcona, 7. North Island: Mount Waddington including Sayward & Zeballos)

If recommended for an appointment, I would be willing to commit to a:

One year term Two year term One or two year term

I am a voting stakeholder of Tourism Vancouver Island and I support this nomination.

Name: _____

Business: _____

Signature: _____

Name: _____

Business: _____

Signature: _____

Name: _____

Business: _____

Signature: _____

Name: _____

Business: _____

Signature: _____

Appointed Members Nomination Process for 2011-12:

- **31 July 2011** Interested Candidates provide their biography to the chair of the nominating committee, Mr. Chuck Fast
- **6 August 2011** The nominating committee provides the slate of interested candidates to the Executive Secretary for inclusion in the 17 August Board Package
- **17 August 2011** the Board of Directors reviews the biographies and the desired competencies and recommended one to four members for appointment.
- **9 September 2011** the newly elected Board of Directors reviews the biographies of all candidates plus the recommendation from the previous board and votes on the appointments.
- **10 September 2011** (or shortly thereafter) the new Chair of the Tourism Vancouver Island Board contacts all members who have expressed interest in serving on the board to confirm if they have been appointed. Invited candidates confirm their acceptance, then a press release is prepared to communicate this to the stakeholders.

Tourism Vancouver Island

Board of Directors Competency Framework

The following framework identifies the net mix of essential and desirable skills that form the basis of the TVI Board of Directors. For the 2011 - 2012 year, there are four appointed seats out of five that can be filled via board appointment; the 5th seat is the Tourism Victoria appointed member which will continue into the new board year.

At the **29 June 2010** meeting of the Board of Directors, in consideration of the rotation of elected members and end of term of current appointed members, the following knowledge and experience areas were highlighted as important for this upcoming year:

- Finance/accounting
- Governance
- Corporate memory
- Transportation

A) Knowledge: The Board must ensure that a minimum of one Director demonstrate thorough and comprehensive knowledge of the essential areas. The remainder of the Board of Directors should represent one of the desirable categories.

- Essential: Finance/accounting (with appropriate designations), marketing, governance, government relations, transportation, municipal/economic development
- Desirable: HR, media relations, tourism/industry education, restaurants, hotels, attractions, technology, golf, culture/heritage, first nations, CMIT, strategic planning, performance measurement

B) Experience: The preferred background of the Board of Directors will include:

- Essential: A majority of Directors currently own, operate, or work for a private sector tourism business; senior management/business owner experience within the tourism industry
- Desirable: Previous board experience.

C) Skills and Commitment: Required skills and commitment will include:

- Essential: Willing to commit time and energy to the board and committees; accept the Board Policy, Constitution and by-laws, able to set personal and business interests aside and work for the benefit of TVI
- Desirable: Effective communication skills.