

CALL FOR NOMINATIONS TO I-SPARC'S BOARD OF DIRECTORS

As a volunteer directed Society, I-SPARC is seeking three individuals who possess an assortment of business skill sets to serve on its board. We are seeking Directors who reflect our values, priorities and are responsive to our mission: to build programs and services that positively impact the health and well-being of Indigenous individuals, families, and communities throughout British Columbia.

Recruitment Philosophy

Equity and Diversity — inclusive of First Nations (those who reside on and off reserve), Métis, Inuit, who bring urban and rural/remote perspectives from across British Columbia.

Strategic Thinking — Thought leaders who are focused on high level, long-range, strategic issues

Proven Performers — Demonstrate knowledge through contribution to the industry

Commitment — Serving I-SPARC is an honor, but it also requires a commitment of time and dedication to the Society's mission, vision, and goals

Collaboration — Well developed interpersonal and communication skills are essential in board service, including an ability to listen, analyze, and assess situations and act responsibly as a member of a unified, collegial board

Sound Judgment and Integrity — Exercise powers in the interest of the organization, maintaining a high degree of confidentiality and free from conflicts of interests.

Profile of Directors

Prospective Directors will also possess the following:

- **One individual who should be a citizen or member of a British Columbia First Nation Community**
- **One individual who should be a citizen of the Métis Nation of British Columbia**
- **One individual who should be associated with a British Columbia Aboriginal Friendship Centre or other urban Indigenous organization**
- Represent diversity and inclusion from a variety of geographic areas of British Columbia
- Respect and understanding of Indigenous culture and traditions
- Demonstrate leadership qualities and a teamwork attitude
- Have prior experience serving as a board of director for a not-for-profit society
- Excellent interpersonal skills and ability to work effectively with Senior Management, Regional Leads, committees, and key stakeholders
- Experience in reviewing and support strategic plans and their implementation
- Posses knowledge of I-SPARC's funding agencies to help acquire and comply with funding opportunities

Recruitment – Areas of Expertise

We are seeking a range of individuals who have the diverse expertise, skills, and areas of knowledge to serve as Directors. The following background and areas of expertise are being sought:

Legal

- Working in the legal profession with expertise in corporate law and legal transactions.
- Can provide legal guidance and assist the board and staff with understanding the legal implications of I-SPARC's activities and ensure that the board understands relevant legal issues as a part of strategic planning and decision making.
- Provide guidance on issues such as funding agreements, contracts, and policy creation
- Review and support risk management practices and determine when outside legal counsel might be necessary.

Finance

- Accounting designation (CPA) or close to completion plus relevant job experience at a senior level.
- Strong knowledge of accounting principles and regulations, compliance, and control issues.
- Ability to review and interpret financial statements to ensure auditing and accounting standards.
- Ability to provide analysis, report findings and year-end results.
- Understanding of federal and provincial laws and regulations including those pertaining to Indigenous peoples.

Human Resources

- Experience working with societies to develop human resource and employment policies.
- Provide guidance on salary and compensation frameworks.
- Development of performance management systems.
- Development of grievance processes.

Organizational Development & Change Management

- Working to develop change management plans to help implement and integrate the governance structure.
- Identifies needs for creating resources, tools, training, and other related products to enable the implementation of the Provincial Strategy.
- Assist in the development of high-performance culture within the Society.

Communications

- Contribute expertise to assist staff in establishing marketing, branding and communication plans and initiatives.
- Build the I-SPARC brand and develop creative market outreach programs that will support new program growth.

- Advise staff on strategies and development for various marketing communications channels and web presences including, electronic/social media, newsletter, public relations, website, and printed collateral.
- Maintain and build relationships with key industry partners and the media in conjunction with staff efforts.

Other Considerations:

Ancestry – All individuals to be considered for a Director role with I-SPARC must be of Indigenous ancestry.

Language and Communication – The board communicates in English and each meeting involves the substantial reading of reports. Access to a computer and the internet are required.

Term of Office – Directors will be appointed for up to a three-year term.

Time Commitment – The board will meet at least four times per year; three via conference call and once in-person. Directors are expected to participate in one or two board committees, which meet by conference call or in conjunction with in-person board meetings.

Expenses – Travel and accommodations for meetings are arranged and covered by I-SPARC.

How to Apply:

There are two steps to your application:

1. Complete your application online [here](#)
2. Upload a personalized video to wetransfer.com of up to three minutes describing your experience, expertise and interest in being a part of the I-SPARC

Video Upload Instructions:

- Go to <https://wetransfer.com/>
- Click on “[Upload file](#)”
- For “Email To” type: moirag@whidbey.com
- Enter your email as sender
- Enter “[Last Name First Name ISPARC Board](#)” for Title
- Click Transfer
- You will be prompted to confirm your email via a verification code sent to your email address.

(Note: You have the option to create a free WeTransfer account if you wish.)

If you are not able to create your own video, please contact Moira Gookstetter - moirag@whidbey.com to make arrangements for your video submission.

As per I-SPARC's bylaws, the Independent Nominating Committee will review all applications and make recommendations of a slate of candidates to I-SPARC's membership at the Annual General Meeting to be held August 8, 2024.

The **Deadline for applying is 5pm, Wednesday June 26th, 2024.** Questions about the positions or process should be directed to:

Moira Gookstetter, I-SPARC Nominating Committee Administrator
moirag@whidbey.com