



Recognition Matters! Join the Board of Directors at the QCC

QCC is on a transformative journey and we are seeking dedicated and experienced Directors to join us on that journey. We are transforming ourselves; building on 73 years of experience, while taking an entrepreneurial look to the future to become a modern, robust and valuable member organization. Pride of service is QCC’s organizing principle - recognizing members for the impact they make in providing service to the public. We are committed to building communities of interest and ensuring geographic representation.

The Organization	
Who we are	<p>QCC is a non-profit Member-centric organization for those working in the Public Sector, Broader Public Sector and Non-Profit community in Ontario. We believe that recognition matters and that it’s important to acknowledge people for the services to the public they provide in their communities and across Ontario. We recognize our members through celebration events, access to discounts and promotions, learning and networking opportunities, and other member services.</p> <p>We will be leading the change with a new Strategic plan that will guide our work over the course of the next three years.</p> <p>Vision: Recognition Matters! Our innovative and meaningful recognition programs make people, communities and organizations stronger.</p> <p>Mission: Celebrating the pride and service in our community for clients and members through innovative and meaningful recognition programs and valued member services.</p> <p>Values:</p> <ul style="list-style-type: none"> ➤ Respecting and valuing people ➤ Trusted and relevant service excellence that strengthens communities <p>2019-2022 Strategic Priorities:</p> <ul style="list-style-type: none"> ❖ Develop leading practices around recognition programming; ❖ Become a valued member-centric organization through program development and dedicated emphasis on member engagement; ❖ Ensure long-term financial sustainability through diversification and growth of revenue sources; ❖ Maintain a committed practice of corporate stability.



The Board	
Position	Board Director
Function	<p>As a QCC Board Director, you have the opportunity to provide leadership to the organization, optimize performance and ensure compliance with legal requirements.</p> <p>Board members are not required to be involved in day-to-day operations, but should be aware of the activities, services and programs the organization offers.</p> <p>QCC values a Board that is inclusive (gender, age, ethnicity, nationality, cultural needs, visible minority, and persons with special needs) and representative of the communities we serve.</p> <p>This is a volunteer role; no remuneration is offered. Travel and other business expenses are reimbursed in accordance with established policies and guidelines.</p>
Primary Legal Duties	<p><i>Duty of Due Care:</i> Take care of the organization by ensuring prudent use of all assets, including facility, people, and good will; and provide oversight for all activities that advance the nonprofit’s effectiveness and sustainability.</p> <p><i>Duty of Loyalty:</i> Make decisions in the best interest of the organization; not in his or her self-interest.</p> <p><i>Duty of Obedience:</i> Ensure that the organization obeys applicable laws and acts in accordance with ethical practices; that the organization adheres to its stated corporate purposes, and that its activities advance its mission.</p>
Term	<p>Directors shall be elected for a term of three (3) years by Members entitled to vote at a meeting of the Members, following the Annual General Meeting (AGM) September 26th, 2019</p> <p>No Director may be elected for more than three (3) consecutive full terms or nine (9) years.</p>

Position Requirements	
Competencies	<p>At this time, the Board requires an experienced director with a mix of both strategic and business competencies. Given the Board’s current composition, leadership experience in any of the following areas is needed:</p> <ul style="list-style-type: none"> ▪ Insurance experience (particularly Affinity partner development and management experience); ▪ Change Management/ Transformation experience;

	<ul style="list-style-type: none"> ▪ Membership Association experience; ▪ Governance experience with the Broader Public Service or Non-Profit Sector
Commitments	<ul style="list-style-type: none"> ▪ Commitment to prepare for and attend meetings on a regular basis. A time commitment of approximately 2-3 hours per month. This includes attending Board meetings (held 4-5 times over the course of the year in the GTA, usually a half day meeting (combination of in-person or teleconference meetings) including a one-day strategic planning meeting, an AGM held in the evening and relevant sub-committee meetings). ▪ Willingness to serve on at least one sub-committee and participate actively in its work. ▪ Be informed of the services/projects undertaken by QCC and support the organization publicly when called upon. ▪ Be aware of and abstain from any conflict of interest.
Attributes	<ul style="list-style-type: none"> ▪ Integrity and high ethical standards ▪ Intellectual capacity for conceptual and strategic thinking ▪ Ability to cut through complex issues and ask incisive questions ▪ Independent judgment ▪ Candour and the willingness to table difficult issues ▪ Willingness to act on and be accountable for decisions ▪ The interpersonal skills to work collegially within and outside QCC , and to express views in a way that is both challenging and supportive

Position Responsibilities	
Set Organization's Direction	<ul style="list-style-type: none"> ▪ Engage in strategic thinking and planning ▪ Set the organization's mission and vision for the future ▪ Establish organizational values ▪ Ensure alignment of operational or annual plans with the strategic plan
Ensure Necessary Resources	<ul style="list-style-type: none"> ▪ Hire capable executive leadership ▪ Ensure adequate financial resources through a solid fiscal strategy and budget planning models ▪ Promote positive public image ▪ Ensure the presence of a capable and responsible Board
Provide Oversight	<ul style="list-style-type: none"> ▪ Measure progress on strategic plan ▪ Oversee financial management ▪ Minimize exposure to risk ▪ Provide legal and moral oversight



	<ul style="list-style-type: none"> Evaluate the Executive Director and Board performance
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Recruitment Timelines & Process	
Timelines	<ul style="list-style-type: none"> May 15: Call for Nominations posted and distributed June 8: Deadline for Nomination Applications June 14 – 18th: Committee reviews June 24, and 25th: Interviews of Nominees July 15: Nominees informed September 26: Annual General Meeting (held at London Ontario)
Process	<ol style="list-style-type: none"> Candidate fills out online form with resume Short-listed Candidates interview at the QCC office Reference checks conducted for selected nominees Final slate of Nominees notified Nominees provide QCC with bio and headshot Nominees attend AGM for final voting

Interested applicants are requested to submit an expression of interest and resume by or before June 8, 2019 by [clicking on this link](https://form.jotform.com/91325968131257) and filling out the online form. (https://form.jotform.com/91325968131257)

If you have any questions, please email Katherine Wright at communications@ontario25.ca

Invest your time; bring your experience and expertise to an organization that is transforming itself. If you are passionate, and share our vision that “Recognition Matters” and want to make a difference, join our Board of Directors.

Sincerely,

Candys Ballanger- Michaud
 Chair of Board of Directors
 Quarter Century Club (QCC)