

WSN VOLUNTARY BOARD OF DIRECTORS

CALL FOR EXPRESSION OF INTEREST FOR WSN BOARD OF DIRECTORS

Eligible members of Workplace Safety North are invited to submit an expression of interest to serve on the Board of Directors. The following positions are available:

WSN will be recruiting candidates for one Board of Director position for a three-year term. Given the current competencies and sector representation on the Board of Directors, the Nominating and Recruitment committee is ideally seeking a candidate that represents our forestry, pulp and paper, printing and converting sectors in worker or management roles. (September 2023 – September 2026).

There are many qualified members who can add value to this organization, and there are many rewards for serving on the Board of Directors of Workplace Safety North. It is indeed a growth experience from a developmental perspective, and it is extremely rewarding to be part of a progressive organization that you can impact.

The Nominating and Recruitment Committee invites eligible individuals to submit *an Expression of Interest* for nomination as a director on the Board of Directors.

Because of the time commitment involved with this position, it is imperative that candidates have the support of their organization.

Submissions, including all supporting documents required, must be received at the Workplace Safety North office via courier, email lorrainechampagne@workplacesafetynorth.ca on or before Friday, April 7, 2023.

All submissions will be acknowledged.

Thank you,

Michele Gilbert
Chair, Nominating and Recruitment Committee

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Eligibility

Ideally, we are seeking candidates that represent our forestry, pulp and paper, printing and converting sectors in either worker or management roles. Additionally, WSN supports equity, diversity, and inclusion in its recruitment and welcomes applications that are reflective of this goal.

One Board of Director position for a three-year term (September 2023 – September 2026).

We are further seeking candidates with experience in one or more of the following areas:

- financial/accounting;
- legal;
- human resources;
- information technology;
- serving on not-for-profit boards;
- government relations;
- occupational health and safety;
- public relations.

Choosing to invest your time and experience with the WSN Board of Directors is rewarding and will provide an invaluable leadership opportunity to the right volunteers. The role provides companies with a unique opportunity to influence and raise the profile of prevention as a centerpiece for any corporate social responsibility program.

Qualifications

Director shall:

- be at the date of his/her election and thereafter remain throughout his/her term, a Member of the Corporation;
- be at least eighteen (18) years of age;
- not be an undischarged bankrupt;
- be and remain in compliance with the Corporation's Code of Ethics and the Conflict-of-Interest Policy; and
- fulfill the competency requirements for Board membership as determined and set out by the Nominating and Recruitment Committee.

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Attributes

Candidates should demonstrate the following attributes:

- 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 WSN, and to express views in a way that is both challenging and supportive; and
- Commitment to prepare for and attend meetings on a regular basis.

Time Commitment

- Commits to attending all Board meetings, sub-committee meetings and a Board orientation meeting for new directors.
 - The Board meetings are scheduled from 8:00 a.m. – 12:00 p.m. (4 hours each, typically four meetings annually)
 - The Sub-committee meetings are scheduled for 1.5 hours each, typically three meetings annually. Specific sub-committees may host special meetings to address pressing matters

Please note: Preparation time is not included. All documents will be available five days in advance of the meetings.

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EXPRESSION OF INTEREST FORM (DIRECTORS)

Please provide a maximum two-page cover letter.

In the cover letter, please explain why you are interested in serving on the Board as a Director and describe - including providing concrete examples - how you meet the required attributes of a board member. Indicate your greatest strengths and skills you wish to bring to the Board.

Please also attach your CV.

In addition, please provide contact information for at least one reference that can be contacted independently. Your reference may be a co-worker, your supervisor/manager, or another individual who would adequately be able to describe how you meet the attributes of a director.

Reference Contact Information

Full name	
Reference is	<input type="checkbox"/> Co-worker <input type="checkbox"/> Supervisor/Manager <input type="checkbox"/> Other:
Title	
Organization/Employer	
Mailing Address	
Email	
Telephone	

I hereby submit an *Expression of Interest* as a candidate for consideration by the Nominations Recruitment Committee for the Board of Directors for:

- Three-year term (September 2023 – September 2026).
- I declare that I meet the election eligibility, qualifications, and attributes as outlined in the *Call for Expressions of Interest*.
- I have enclosed the documentation requested
 - Maximum two-page cover letter
 - CV
 - Reference contact information

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Expression of Interest Application Form

I hereby submit an Expression of Interest to stand for consideration as a Director for a three-year term (September 2023 – September 2026).

Name	
Title	
Organization/Employer	
Mailing Address	
Email	
Telephone	
<input type="checkbox"/> DECLARATION: I certify that the information and supporting documentation contained in this Expression of Interest is factual and accurate to the best of my knowledge.	
Signature	
Date	Date

Submissions, including all supporting documents required, must be received at WSN's office via courier, email lorrainechampagne@workplacesafetynorth.ca on or before – Friday, April 7, 2023.

Email to : lorrainechampagne@workplacesafetynorth.ca

or

Courier/ExpressPost to : Lorraine Champagne
Executive Assistant to the CEO and Board Liaison
Workplace Safety North
690 McKeown Avenue, North Bay, ON P1B 7M2

Receipt of application will be acknowledged.