

BOARD MEMBER
FOREST RESOURCE IMPROVEMENT ASSOCIATION OF ALBERTA

Competition No.: PAL-AUG-2019

Role: Director Appointed from the Public-at-Large

Closing Time and Date: 4:30 p.m. MDT on September 16, 2019

Role Required

The Forest Resource Improvement Association of Alberta (“**FRIAA**”) is inviting applications from individuals interested in serving as a Director appointed from the public-at-large on the Board of Directors of FRIAA (the “**Board**”).

Role Description

The Director is appointed from the public-at-large for a two-year term and is a full, voting member of the Board, one of up to eight Directors who manage and direct the affairs of FRIAA. The Director appointed from the public-at-large shall be a member of the public (not a member of FRIAA) who may add special skill or expertise as thought appropriate by the Board.

Location

The Board holds its meetings in the City of Edmonton, Alberta and may from time to time hold meetings in other locations throughout Alberta.

About the Forest Resource Improvement Association of Alberta

FRIAA is a not-for-profit organization incorporated in 1997 under the *Societies Act*.

FRIAA is a delegated authority under the *Environmental Protection and Enhancement Act* and the *Forests Act*. FRIAA’s purpose is to establish programs and initiatives:

- for the enhancement of the forest resources of Alberta,
- to promote enhanced management of the forest resources of Alberta,
- to improve the sustained yield of the forest resources of Alberta,
- to promote integrated resource management, and
- for the reforestation of public land.

Requirements, Skills and Experience to be Considered

Individual candidates:

1. Must be residents of the Province of Alberta.
2. Must be willing to serve a minimum two-year term on the Board of Directors and attend ten or more Board, committee, annual general or other meetings per year.
3. Should demonstrate commitment to the pursuit and achievement of FRIAA’s objects.
4. Should demonstrate a record of commitment to purposes and projects which further the public interest.
5. Should possess an ability to assess, and assist with, programs, policies and projects in furtherance of FRIAA objects and bylaws by working constructively in a team setting with the Board of Directors.
6. Should have leadership experience in natural resource related projects.
7. Should have personal experience in a senior leadership capacity in an organizational setting. Desired skills would include some or all of the following: strategic thinking and planning skills, critical thinking and problem-solving skills, governance experience, business/management experience, auditing/investment management experience, government and public policy knowledge, and community and stakeholder relations knowledge.
8. In addition, may ideally possess acknowledged credentials in a field of study relevant to FRIAA’s objects. Examples of relevant areas include but are not limited to Forestry, Environmental Science and Biology.
9. May possess an array of contacts with persons in fields of study or policy relevant and useful to the objects of FRIAA.

Time Commitment and Remuneration

The Board meets 6 to 9 times per year which meetings may be in person or by conference call and are 3 to 8 hours in duration. The Director appointed from the public-at-large is a member of the Investment Fund Management Committee which meets at least twice per year (approximately 1 to 1.5 hours in duration). The Director appointed from the public-at-large, as a matter of practice, has also been a member of the Audit Committee which meets at least twice per year (approximately 1 to 1.5 hours in duration) and may be required from time to time to attend at and chair meetings of review committees and panels or other special committees established by the Board from time to time.

There is no salary for this position. Directors are entitled to claim an honorarium for attendance at Board and committee meetings based on the meetings' duration and reimbursement for expenses incurred in attending such meetings as set out in the Expense Reimbursement and Honorarium Allowances document approved by the Board.

HONORARIUM	
Board & Committee Members Daily/Hourly Allowance	
Amount	*Meeting Duration
\$135.90	up to and including 4 hours in any day
\$224.20	over 4 hours and up to and including 8 hours in any day
\$353.00	over 8 hours in any day

EXPENSE REIMBURSEMENT	
Board & Committee Members Expense Allowances	
Auto Allowance	\$0.505 per kilometre
Meal Reimbursement	actual amount with receipt
Other:	
Hotel	actual amount with receipt
Airfare	actual amount with receipt
Communications:	
fax	actual amount with backup or receipt
long distance	actual amount with backup or receipt
postage	actual amount with backup or receipt

Contact Information

If you have any questions please contact Ms. Diane Walton, Forest Resource Improvement Association of Alberta, Suite 1600, MNP Tower, 10235-101 Street NW, Edmonton, Alberta, T5J 3G1. Phone: (780) 429-5873. Fax: (780) 429-4026. E-mail: admin@friaa.ab.ca.

How to Apply

Carefully read this detailed recruitment posting to ensure that this is an appropriate opportunity for you. Applicants are advised to provide information that clearly and concisely demonstrates how their qualifications meet the advertised requirements.

Please submit a cover letter and detailed resume quoting Competition No. PAL-AUG-2019 to the contact provided immediately above by courier, facsimile or by e-mail with attachment in PDF format **not later than 4:30 p.m. MDT on September 16, 2019.**

FRIAA thanks all applicants for their interest. All applications will be reviewed to assess which applicant(s) qualifications most closely match FRIAA's requirements. In the event that multiple applicants closely match FRIAA's requirements, FRIAA may contact and conduct interviews with those individuals by telephone or in person.

FRIAA is committed to offering qualified Albertans the opportunity to be considered for appointment as the Director from the public-at-large and invites applicants from all backgrounds who embody a range of knowledge, skills and expertise to apply. Candidates will be screened for potential conflicts of interest.

Please Note: The successful applicant will have the following information about them made publicly available in FRIAA's publications and on FRIAA's website: name, position appointed to and such other information as may be required under the Forest Resources Improvement Regulation and other applicable legislation.

More detailed information about FRIAA may be found on FRIAA's website at: <http://www.friaa.ab.ca>.