

FORT M^cMURRAY WOOD BUFFALO

**ECONOMIC DEVELOPMENT
& TOURISM**


www.choosewoodbuffalo.ca

OPPORTUNITY PROFILE

Board Chair

FORT MCMURRAY WOOD BUFFALO ECONOMIC DEVELOPMENT & TOURISM CORPORATION

Fort McMurray Wood Buffalo Economic Development & Tourism (FMWBED&T) is a not-for-profit company dedicated to carrying out a broad range of economic development activities and improving the reputation and branding of the region on behalf of its citizens and taxpayers. Working on regional economic development and developing the economic growth strategy, the organization will help promote the Regional Municipality of Wood Buffalo (RMWB), ensuring it is nationally and internationally competitive to attract business, investment, events, and talent to the region while also supporting the Region's existing businesses and assets. The RMWB has the third largest oil reserves in the world. It has a thriving Indigenous community with Fort McMurray and the Wood Buffalo region being the centre of excellence for Indigenous businesses in Canada. The RMWB is home to people from 60 plus countries around the world and has one of the largest recreational, leisure and community centres in North America. In addition, the RMWB is ranked the second most affordable place to live in Canada. For its part, the FMWBED&T's successes are the result of the extended partnerships and strong stakeholder relations with organizations such as the RMWB, Fort McMurray Airport Authority, Fort McMurray Chamber of Commerce, Northeastern Alberta Aboriginal Businesses Association and the Oil Sands Community Alliance. The Wood Buffalo Regional Innovation Network (WBRIN) is an entrepreneur-centric, community-based network with the goal of providing programs and services to accelerate growth of technology and knowledge based businesses. The strategic vision of the WBRIN is to capture innovation opportunities, attract technology and talent, increase connectivity, and inspire entrepreneurs, as such the goals of WBRIN and FMWBED&T are closely tied and the organizations partner to achieve their mutual goals.



OUR OPERATIONAL PILLARS

- BRAND & CORPORATE SERVICES**
Create a strong, authentic, unique place brand we can market to the world. Ensure our organization is operating at its peak.
- BUSINESS & INVESTMENT ATTRACTION**
Promote opportunities in our region to attract new businesses and investments.
- TOURISM**
Fill the region with new visitors 52 weeks of the year through conferences, events, and major sporting events.
- ENTREPRENEURSHIP & INNOVATION**
Strengthen our community of entrepreneurs and innovators, and be one of the best places to build a business.

OUR PROFESSIONAL PILLARS

THE OPPORTUNITY

FMWBED&T is a wholly owned, arm's length entity of the RMWB, governed by an independent Board of Directors. The FMWBED&T is seeking a Board Chair to be appointed to FMWBED&T in Q2 of 2023.

The Board consists of broad thinkers representing a cross-section of business leaders and representatives from key industries who will promote economic development and growth of the RMWB.

The FMWBED&T Board Chair is responsible for Economic Development for the RMWB. In carrying out these responsibilities, the Board endeavours to maintain and seeks continuous improvement in high standards of Board

governance. Some of the key governance functions of the Board include adopting and monitoring compliance with its code of ethics, reviewing and approving the FMWBED&T's strategic plan and annual business plan, report on sustainability, succession planning (CEO), and satisfying itself that management has identified the principal risks of the business and implemented appropriate systems to manage those risks.

The Board meets quarterly and reports to Council, the sole shareholder, on an annual basis at an Annual General Meeting. They also develop and present an annual proposed budget to Council during the municipal budget process, and a quarterly report to Council on progress.

The Board currently has two committees (FARM -Finance, Audit & Risk Management; GHRP- Governance, HR & Performance) with Directors required to participate on at least one of the two committees. Newly appointed Directors are not appointed to a committee during their first year on the Board but are required to attend a meeting of each standing Committee as part of their orientation.

The Board Chair position is a compensated role and there is an expectation that the time commitment is approximately 20-30 hours/month depending on the business cycle.

THE PERSON

The ideal Board Chair candidate will be a seasoned leader with extensive Board and executive leadership experience. They will be well respected in the business community and with all levels of government, with a deep network that they are able to leverage effectively to enhance Fort McMurray Wood Buffalo Economic Development & Tourism's work and reach. They will demonstrate strong political acumen and be able to balance the needs of the organization, the region, and its shareholders. The Chair will be passionate about the purpose of FMWBED&T and the success of the RMWB and will work closely with the CEO to achieve the organization's objectives.

The Board Chair candidate will be an experienced Director and Chair, having served on and contributed to the success of numerous leading Boards (in either the for profit, not-for-profit, or publicly funded sectors). As a member of the Board of Fort McMurray Wood Buffalo Economic Development & Tourism, the Board Chair will contribute positively and effectively to the Board as a Director.

As a member of the Board of FMWBED&T, the Chair will contribute positively and effectively to the maintenance of the Board as a strong, active, and independent Board that operates ethically and according to the Board Mandate, the Director's Confirmation, Acknowledgement and Declaration, the Code of Ethics, law and best practice.

The ideal candidate will be a successful entrepreneur or business leader with executive level management experience as well as:

- Experience on a board, or in executive management of a relevant, substantial corporate entity.
- Experience in providing leadership and oversight of complex strategic planning exercises & budgets.
- A strong and recognized leader who has supported Economic and/or Tourism Growth.
- A well-respected member of the business community with strong business and community relationships.
- A leader with strong professional relationships and networks that span provincial and international borders and with all levels of Governments within Canada.
- High ethical standards and integrity.
- Strategically agile and innovative.
- Excellent business acumen.
- Ability to think, speak and act independently and with confidence and conviction.
- Ability to be proactive and diligent in Board endeavours.
- Ability to deal effectively with ambiguity.
- Ability to be collegial, balancing "advocacy" with "inquiry".

- Ability to build relationships with various stakeholders.
- Ability to partner with the CEO and to coach & mentor staff.

FMWBED&T Board of Directors is committed to gender diversity. We believe that diversity and inclusion is an essential element in attracting qualified Directors and maintaining a highly effective Board. Through effective representation of women, Aboriginal peoples, people with disabilities and members of visible minority groups, the ideal candidate will work to enhance the diversity of the Board.

KNOWLEDGE, SKILLS & ATTRIBUTES

Relationship and Communication Skills—Solid, dynamic communicator with the ability to establish relationships with elected officials, municipal government staff, and relevant provincial government officials.

Leadership Skills—Able to lead through influence and build consensus. Has a proven ability to create and sustain a shared vision, act as a role model and be innovative in finding ways to address the issues in a strategic way.

Client Service Skills—Confidence in ensuring that member needs are identified and addressed, ensuring appropriate consultation with all members and stakeholders, and ensuring timely, cost-effective, and quality service.

Personal Management Skills—Demonstrate self-confidence and interpersonal versatility, self-motivation, self-discipline, strong work ethic, initiative, innovation, perseverance, integrity, and political acumen. Excellent organization skills to work on numerous projects and coordinate multiple activities.

Achievement Orientation—Continuously seeks to stay current and be at the leading edge in his/her field. Driven toward achieving results, understands organizational challenges and is a progressive “idea person”. Committed to excellence, innovation, and continuous improvement in the workplace. Encourages others to achieve personal excellence.

Resourceful—Sources out possibilities; develops new ideas and moves them forward. Embraces the team culture and involves other members of the team, as necessary. Utilizes all the resources available to get the job done. Creative and takes advantage of opportunities, while recognizing the necessity of working within limited resources.

Independent—Able to work with minimal supervision; is self-motivated and self-directed.

Business Maturity—An honest, open, and consistent approach to working with others in the organization. A team player and people-orientated with excellent interpersonal skills, confident and secure.

Team Player—Possesses a strong ability to work within a team. Establishes and maintains effective, positive relationships both internally and externally and thrives on pressure.

Due to conflict of interest, elected officials, or employees of the municipality or province are ineligible to apply. Other potential conflicts may also exist and will be discussed as they arise.

FOR INFORMATION PLEASE CONTACT:

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