



**OPPORTUNITY PROFILE**

**AMSC External Board Director**

## About ABmunis

The Association of Alberta Municipalities (ABmunis) is a not-for-profit association that was founded in 1905 and represents Alberta's 265 urban municipalities, including cities, towns, villages, summer villages, and specialized municipalities, as well as Associate and Affiliate members.

ABmunis is a dynamic and evolving association which represents and advocates the interests of all Regular members to both the provincial and federal governments, as well as other provincial and federal organizations.

The mission of the ABmunis is to provide leadership in advocating local government interests to the provincial government and other organizations and to provide services that address the needs of its membership. ABmunis vision is to be trusted and valued by the membership and to be viewed as the voice for urban municipalities in Alberta.

ABmunis has been providing aggregated services to its members since the 1960s. To ensure they continued to meet the needs of their membership, ABmunis evolved into two separate legal entities on January 1, 2005. ABmunis continues its advocacy role of members to the provincial and federal orders of government, while the established AMSC provides for the development and delivery of services to the member municipalities, their employees, and the associate members.

## About AMSC

Through its wholly owned subsidiary, the Alberta Municipal Services Corporation (AMSC) has developed a range of solutions-based services designed to meet the needs of the municipalities, including property and casualty insurance, pension plans and savings plans for municipal staff and elected officials, employee benefit services, utilities including electricity and natural gas, and short-term investment options for municipalities. In addition, AMSC monitors and influences government legislation, programs, and policies that impact services. AMSC helps keep municipalities aware of business trends and best practices that have the potential to improve local government.

**AMSC Vision** - AMSC is the leader in providing innovative business solutions to municipalities and community organizations.

**AMSC Mission Statement** - AMSC provides competitively priced, quality services for municipalities and community organizations to enhance their stability and capacity.

### About MUNIX

AMSC Board Members will also sit on the Municipal Insurance Exchange (MUNIX) Board as per the MUNIX Subscriber's Agreement. MUNIX is a subscriber-owned insurance reciprocal and the primary insurer for the core insurance policies (including Property, Commercial General Liability, Auto Physical Damage, and program coverages). Alberta municipalities and community-related

organizations ensure one another by pooling risk, rather than transferring risk to a commercial insurer.

MUNIX is governed by its municipal members, not shareholders, and provides purpose-built coverage, customized policy wordings, and risk management support tailored specifically to municipal operations. Its focus is on long-term stability, coverage certainty, and reducing municipal risk over time, rather than profit or market cycles.

For further information, see [Homepage | Alberta Municipalities](#)

## The Opportunity

The AMSC Board sets the direction and priorities and establishes terms of references for committees, which report to the Board. The Board is responsible for:

- Governing the Corporation
- Adoption of the strategic plan, business plan and budget for the Corporation
- Governing shared services programs of the Corporation
- Adoption of a process for assessing the effectiveness of the board as a whole and the committees of the board
- Approving new business opportunities
- Adoption of a risk mitigation strategy which identifies the principal risks of the Corporation's business and appropriate systems to manage these risks
- Participating in an annual performance appraisal of the Chief Executive Officer

Appointment is for a fixed term of up to 3 years, with the potential of reappointment based on satisfactory performance.

There are approximately 6-7 AMSC and 6-7 MUNIX board meetings per year, and orientation (hours). Including meeting preparation, the time commitment is 10-12 hours per meeting for AMSC and 3-5 hours for MUNIX. The MUNIX Board meeting is held the day prior to the AMSC Board meeting.

## The Person

### Qualifications

Board Director candidates will be seasoned leaders with extensive board and executive leadership experience across a wide variety of industry sectors. They will be highly respected members of the community, with deep and well-established networks that they can leverage effectively to enhance AMSC's impact, profile and reach.

In addition to the above-mentioned experience, preference will be given to candidates with current or recent C-suite experience in a mid-to-large-sized organization that is Board-governed and who have demonstrated a strong entrepreneurial mindset and firsthand experience starting and scaling a business, driving growth, and operating in dynamic environments.

## **Knowledge, Skills, and Attributes**

**Drives Vision and Purpose** — *Painting a compelling picture of the vision and strategy that motivates others to action.*

**Balances Stakeholders** — *Anticipating and balancing the needs of multiple stakeholders.*

**Decision Quality** — *Making good and timely decisions that keep the organization moving forward.*

**Strategic Mindset** — *Seeing ahead to future possibilities and translating them into breakthrough strategies.*

**Courage** — *Stepping up to address difficult issues, saying what needs to be said.*

**Ensures Accountability** — *Holding self and others accountable to meet commitments.*

**Instills Trust** — *Gaining the confidence and trust of others through honesty, integrity and authenticity.*

**Builds Networks** — *Effectively building formal and informal relationship networks inside and outside the organization.*

**Cultivates Innovation** — *Creating new and better ways for the organization to be successful.*

**Builds Insight** — *Applying knowledge of business and the marketplace to advance the organization's goals.*

**Situational Adaptability** — *Adapting approach and demeanour in real time to match the shifting demands of different situations.*

**Conditions that would disqualify candidacy, due to potential conflict of interest, include:**

- Current elected officials, and
- Current affiliation with a competitor to any ABmunis/AMSC lines of business.

## **Compensation**

An annual retainer of \$10,000, plus AMSC and MUNIX board and committee meeting honoraria, is provided.

## Express Your Enthusiasm

*Leaders' International values diversity, equity, and inclusion in all aspects of our operations. We invite candidates to contact us directly with any accommodation requests.*

To apply, please email a cover letter and resume (PDF or Word only) to Ardyce Kouri at [apply@leadersinternational.com](mailto:apply@leadersinternational.com), with the job title in the subject line.