

## Board Positions Available

Industry Category	# Vacancies	Term Length
Accommodation	2	Two-year term: May 2022 to May 2024
Tourism Related Business	5	Two-year term: May 2022 to May 2024

## Board Eligibility:

- Nominees must be a Tourism Kelowna voting stakeholder in good standing as of February 1<sup>st</sup>, 2022.
- A voting stakeholder is a primary contact for a Central Okanagan tourism-related business that has purchased a Base Advertising Package.
- Please see the attached for specific skills and background we are currently seeking.

## Commitment:

- Fulfill one 2-year term
- 9 Board meetings per year
- One AGM per year in spring
- One full-day annual Board retreat
- Participate on a minimum of one Board committee or Task Force
- Attend Tourism Kelowna Board, staff and stakeholder functions
- Participate in annual Board governance training

## Nomination Process:

- Call for nominations and reminders will be issued by email to all voting stakeholders March 1-15, 2022.
- Deadline for the nominations package to be received: 5:00 p.m. on Tuesday, March 15, 2022.
- The Nominations Committee will prepare a ballot showing all nomination submissions which may include a Board endorsed slate.

## Election Process:

- Voting will take place electronically via e-mail to all voting stakeholders.
- Voting opens April 5, 2022 and closes 5:00 pm, Tuesday, April 19, 2022.
- Successful candidates will be notified following the April 28, 2021 board meeting.
- Successful candidates will be publicly announced at the **Tourism Kelowna Annual General Meeting (AGM) on Wednesday, May 11, 2022.**

## For further information contact:

Cheryl van den Bold

Phone: (250) 861-1515 ext 213

Email: [cheryl@tourismkelowna.com](mailto:cheryl@tourismkelowna.com)

Nominations must be received at the Tourism Kelowna office no later than **5:00 p.m. on Tuesday, March 15, 2022**. Forms can e-mailed to [cheryl@tourismkelowna.com](mailto:cheryl@tourismkelowna.com).

**Board Director Nomination Category:** (check one)

- Accommodation
- Tourism Related Business

Tourism Kelowna is seeking a broad range of representatives and leadership from the tourism industry. The Board of Directors is particularly interested in applicants with the following experience:

- Previous Board experience
- Familiarity with financial and accounting oversight
- Board governance experience
- Familiarity with the BC Societies Act
- Strong understanding of the tourism and hospitality industry

To learn more about Tourism Kelowna's bylaws, mission and vision statements, please visit our website at [www.tourismkelowna.com/about-us/](http://www.tourismkelowna.com/about-us/)

### Board Nominee Information

NAME (please print) \_\_\_\_\_

COMPANY \_\_\_\_\_

POSITION \_\_\_\_\_

MAILING ADDRESS \_\_\_\_\_

PHONE \_\_\_\_\_ E-MAIL \_\_\_\_\_

In order to be accepted your nomination package must include this signed form and the following:

Biography; maximum 100 words outlining why you wish to join the Tourism Kelowna Board of Directors and the value you feel you can offer the society. Please include how long you have been with your current business and any Tourism Kelowna functions or events you may have attended in the past.

Photo; well-lit head and shoulder shot, suitable for inclusion on the ballot.

Name and signature of your nominator; must be a voting stakeholder not currently employed at your place of business or organization.

**Biography and Photo must be included (100 words plus head and shoulders photo)**

**Please answer the following questions:**

**1. Why do you want to be a board member with Tourism Kelowna?**

**2. Please detail your experience in the areas of Leadership, Communication, Community Involvement, and Business Planning (finance, strategic and long-term planning).**

**3. List any other association memberships and/or community connections, including involvement with our Indigenous community.**

**4. List any previous Board of Directors experience.**

**5. Which committee most interests you? All committees have staff support.**

Please prioritize by numbering the appropriate boxes. (1,2,3)

- Board Development Committee - Oversees the election process; keep records of the terms of Directors; determines vacancies, recruits and approved nominees; new director orientations; director education and training.
- Governance Committee – Prepares Board’s annual workplan; reviews Constitution, bylaws and policies; coordinate annual CEO, organization and board evaluations.
- Finance Committee – Monitors financial reporting; recommends monthly and annual financial statements to the Board; oversees annual audit process and recommends appointment of auditors.

**Nominator:** (must be a voting stakeholder in good standing)

NAME (please print) \_\_\_\_\_

COMPANY \_\_\_\_\_

SIGNATURE \_\_\_\_\_ PHONE \_\_\_\_\_

**Nominee Consent**

I, \_\_\_\_\_, hereby consent to actively participate as a director of the Tourism Kelowna Society representing \_\_\_\_\_ (business name).

I hereby agree to accept the nomination and am willing to serve and abide by the Bylaws of Tourism Kelowna Society for a two (2) year term, if elected.

SIGNATURE \_\_\_\_\_ DATE \_\_\_\_\_