



HAMILTON • HALTON • BRANT

**Call for Community Professionals
HHBRTA Board Committee/Task Force**

Background:

The Hamilton Halton Brant Regional Tourism Association (HHBRTA) also known as **RTO #3**, is a collective of dedicated industry and Destination Marketing Organization (DMO) representatives. It is an independent, industry-led, not-for-profit organization responsible for working with tourism partners to enhance and grow the region's tourism products, destination activities; ultimately contributing to the regions economic growth.

The organization is governed by a Board of Directors comprised of a multi-disciplined group of industry related professionals with extensive experience in the tourism sector. Fundamentally board members are champions of the organization they serve with ability to leverage the mission and vision of the RTO#3. The Board provides strategic guidance, policy development, fiscal approval and active engagement in HHBRTA project deployment.

Complementing the Boards' mandate that supports the RTO's operational success, several committees currently exist to meet governance responsibilities. Length of time the committee operated, frequency of meeting varies; some meet on a bi-monthly, others on an ad hoc or as-needed basis. The HHBRTA Board encourages interest from individuals interested in providing a commitment of time and contribution of their professional expertise specific to the Committees * below:

- Board Education/Professional Development Task Force
- Board Engagement Task Force
- Finance & Audit Standing Committee
- Governance & Nominating Standing Committee
- HR & Compensation Standing Committee
- Strategic Task Force

* Committees subject to change

Criteria:

Priority will be given to candidates who can demonstrate knowledge in one or more of the above areas. Related experience is not necessarily required within Tourism or Hospitality. Previous board, committee or related experience is not mandatory but an asset.

- Complement and support the organization's pillars and support the Board's legal and fiduciary roles and responsibilities
- Board Governance
- Strategic Planning
- Organizational Management - HR, Finance, Risk Management, Change Management
- Marketing-Advertising, Public Relations
- Workforce Development, Training

Commitment:

- Availability to attend and participate in meetings and/or conference calls, email communications
- Preparation time to read and assess meeting materials, reports, research results and other resources provided in advance
- On-going, self-directed reading of appropriate newspaper articles, background reports, internet scans, resources, information and observations within the tourism and/or related industries within the Region and beyond that would support the role or be of interest to HHRBTA;
- Participate actively and fully at the meetings in order to advance agenda discussions, reach consensus and provide related professional advice that complement the Committee or Task Force mandate

Requirements:

Candidates should have a strong belief in and commitment to enhanced development, growth and the future capacity of tourism as a key economic driver in the Regions of Hamilton, Halton, and Brant. Eligible candidates must be:

- A resident or work within the Hamilton Halton Brant geographic region
- Twenty-one (21) years of age or older;
- Prepared to participate and contribute expertise on a strategic level and with an understanding of operational implications;
- Able to operate within a policy-oriented governance model;
- Prepared to fulfill the role in a volunteer capacity without compensation;
- Able to contribute the required time to fulfill the roles and responsibilities as a member of the committee and related role that may be required as outlined in the organizations strategic-plan, annual work programs, or otherwise;
- Able to work in a team-oriented environment that builds consensus and represents a diverse industry with a multitude of interests and needs;
- Willing to accept the governing By-Laws and the policies of the Board of Directors, and comply with the decision-making process, including respecting the organization's policies and other key governance components.

How to Apply:

- Complete the attached application
- In your cover letter briefly outline what you will bring to the committee(s) to which you are applying.



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**Application Community Professional
Hamilton Halton Brant Regional Tourism Association**

Name: _____

Organization (Current, if applicable): _____

Contact Information:

Email: _____ Phone: _____

Geographic Location (work or home):

- Hamilton
- Halton
- Brant
- Six Nations of the Grand River Territory
- Mississaugas of the New Credit First Nation Territory

Professional Affiliation, Experience: _____

Committee/Task Force of interest: (in priority order)

1. _____
2. _____
3. _____

Other Comments/information:

Candidate submissions are reviewed by the Governance and Nomination Committee with final approval by the Board of Directors. Please submit expression of interest and attachments to:

Chair, HHBRTA Board of Director
info@theheartofontario.com
201-605 James Street North, Hamilton, ON. L8L 1J9
Phone: (905) 297 0190