

Hamilton Halton Brant Regional Tourism Association Board of Director Call for Nominations

The Hamilton Halton Brant Regional Tourism Association (HHRBTA) is currently accepting nominations for the Board of Directors. Submissions will be reviewed and selected by the Governance and Nominating committee, with final approval by the Board of Directors and election confirming the nomination at the November Board of Director Meeting.

Priority will be given to candidates who can demonstrate knowledge and/or experience in one or more of the following areas:

- Board Governance-Strategic Planning
- Organizational Management - HR, Finance, Risk Management, Change Management
- Tourism Industry Operations
- Hospitality - Accommodations
- Speciality Tourism - Indigenous, Outdoor & Eco, Cultural, Outdoor, Historical
- Marketing-Advertising, Public Relations
- Workforce Development
- Volunteer/Not for Profit Organization

Eligible candidates should have related industry experience and must work or live within the Hamilton Halton Brant Region. Previous board or related experience is not mandatory but an asset. The following outlines requirements of a Board of Directors position and recruitment selection criteria. Terms will be 3 (three) years with an option to renew for an additional term.

Commitment:

- Attendance at four to six board meetings per year including the Annual General Meeting; each approximately two hours in duration at locations within Hamilton, Halton and Brant
- Potentially attend two special meetings per year under two-hours in duration;
- Attend a minimum of one, and potentially two planning, annual work plan, strategic planning or other sessions per year, ranging from three to six hours in duration;
- Availability for participation in special task force or ad hoc committee(s);
- Preparation time to read and assess meeting materials, reports, research results and other resources provided in advance of Board and committee meetings and events;
- 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 Board of Director's role or be of interest to HHRBTA;
- Participate actively and fully at Board meetings in order to advance agenda discussions, reach consensus and provide strategic direction and operational oversight to the organization;
- Attend 1 – 2 meetings or events per year to support HHRBTA community and/or industry initiatives.

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. In addition, eligible candidates must be:

- 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 Director's role in a volunteer capacity without compensation (note, preapproved expenses while conducting HHBRTA business will be covered);
- Able to contribute the required time to fulfill the roles and responsibilities of a Board Position a Director role, in addition to other committee, community development and related roles that may be required as outlined in the organizations strategic-plan, annual work programs, or otherwise;
- Prepared to represent the organization at all times including various forums or broader based industry events;
- Committed to fulfill a minimum three-year term of office as a Board of Director member (unless otherwise stipulated);
- Able to work in a team-oriented environment that builds on 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;
- Interested in considering Board leadership positions in the future including Committee, Task Force and/or Board Chair roles;
- Able to participate in related professional development and governance training opportunities and initiatives as needed and/or required;
- Able to provide advance notice (as outlined in the policies and procedures) should the candidate be unable to fulfill their term for any reason

How to Apply:

- Complete and attach application
- Attach Resume
- Provide additional relevant documentation

Candidate submissions are reviewed by the Governance and Nomination Committee. Final election of Directors takes place at the Annual General Meeting (AGM). Candidates will be informed of their eligibility prior to **the HHBRTA Board of Director June AGM.**

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

**Board of Director Application
Hamilton Halton Brant Regional Tourism Association**

Name: _____

Organization (if applicable): _____

Contact Information: Email: _____

Phone: _____

Geographic Representation:

- City of Hamilton
- City of Burlington
- City of Brantford
- County of Brant
- Mississaugas of the Credit First Nation Territory
- Six Nations of the Grand River Territory
- The Town of Milton
- The Town of Halton Hills
- The Town of Oakville

Affiliation Type:

- Accommodation
- Attraction
- DMO/Municipality
- Event
- Indigenous Operator
- Small Operator
- Other: _____

Focus or Area of Specialty:

- Board Governance-Strategic Planning
- Organisational Management-HR, Finance, Risk Management, Change Management
- Tourism Industry Operations
- Hospitality-Accommodations
- Speciality Tourism-Indigenous, Outdoor & Eco, Cultural, Outdoor, Historical
- Marketing-Advertising, Public Relations
- Workforce Development/Training
- Culture
- Other. Please specify:

Email or mail submission along with resume and relevant documentation to:
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Phone: (905) 297 0190