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CASI Board of Directors Call for Applications

The Canadian Association of Snowboard Instructors (CASI) is currently seeking passionate, dedicated members to join our Board of Directors.

CASI's Mission

To inspire the world's best snowboard instruction.

Our Vision

To be the global leaders in instructor education, innovation and professional development that is synonymous with a thriving, diverse and accessible snow sports industry.

Serving on the CASI Board of Directors is a rewarding experience. It is also a commitment that must be undertaken with careful consideration. The Board of Directors is responsible for overseeing and guiding CASI's leadership staff, and for the highest level of decision making and legal accountability in the organization.

Directors should possess not only a keen interest in helping CASI to achieve our strategic objectives, but also bring with them a strong background of professional experience and skills to facilitate the Board's mandate. The organization requires expertise in governance, law, business, human resources, accounting/finance, communications, and/or marketing.

Directors are volunteers who do not receive any honorarium or other monetary compensation, but will be reimbursed for specified travel and meeting related expenses.

The CASI Board is looking to fill three (3) positions:

- 1) **British Columbia Region Representative** (elected position)
- 2) **Quebec Region Representative** (elected position)
- 3) **Member At Large** (*new* appointed position)

CASI is currently accepting applications for the above positions. As per the rotating schedule of Director terms, prior to the November 2023 AGM elections will be held for the BC and Quebec position, and a review of applicants for the appointed member at large position will be completed.

The Board would benefit from Directors with experience in the following areas:

- accounting / corporate finance;
- legal;

- human resources;
- strategic planning;
- business development & leadership;
- corporate and social responsibility;
- marketing / promotions.

Qualifications

All Interested candidates for a Board of Directors position **must be**:

- 1) CASI Members in good standing bearing a CASI instructor certification;
- 2) permanent residents of Canada;
- 3) permanent residents of the region in Canada they wish to represent;
- 4) 18 years of age or older.

Interested candidates for a Board of Directors position **may not be**:

- 1) salaried employees or parties to a contract with CASI, other than evaluator annual contracts;
- 2) ever have been declared to lack capacity to manage their affairs by a Court in Canada or elsewhere;
- 3) ever have been declared bankrupt;
- 4) in any potential manner in a conflict position *vis-a-vis* CASI, which would in any way compromise or preclude them from adherence to and compliance with CASI corporate governance policies designed to maintain in all respects the independence, efficiency and impartiality of the Board and its members.

Role and Responsibilities

While CASI's day-to-day operation is the responsibility of the Executive Director, the Board of Directors is a governance-based group, responsible for good governance of the association as a whole; protecting assets, resources and ensuring its future. The Board and its Directors are responsible for, but not limited to the following:

- Setting the policy of the organization;
- Creating or updating the mission and vision statements;
- Approving the strategic plan;
- Monitoring the organization's operations;
- Approving the annual budget;
- Preparing for and attending Board meetings;
- Researching and discussing issues before decisions are made;
- Replacing and orienting Board Members when a vacancy arises.

Directors also have certain legal obligations known as duties, including the following:

- Take reasonable care when making decision for the organization (duty of care);
- Act in the best interest of the organization (duty of loyalty);
- Act in accordance with the organization's mission (duty of obedience);
- Stand aside when there is a conflict of interest (recusal).

Level of Director Commitment

Director's commitment will include:

- Attending 1 yearly meeting (usually in June) which is 3-4 days in duration and held at various locations across Canada;
- Attending approx. 8-10 conference call meetings each year, not including sub-committee meetings;
- Attending various industry and membership events if/when required;
- Participating in additional committee work of the Board as required.

Length of Term

As described by the CASI By-laws, Directors are elected or appointed for a three (3) year term, to a maximum of three terms, if re-elected by the members of the Region they represent.

If interested, please email jeff@casi-acms.com and include the following information:

- A maximum one-page introductory letter that outlines the region and/or position that you are applying for (BC, Quebec, or appointed member-at-large), your interest in the activities of the organization, as well as your potential contributions to the mission of CASI.
- A brief resume outlining board and professional experience as well as any other relevant qualifications.
- Contact information for 2 to 3 references that can speak to your potential for contributing to the CASI Board.
- Contact information for at least two current CASI member supporters who are willing to endorse your nomination to the Board, including member numbers.

Applications will be accepted until **November 9th, 2023** at 11:59pm PST. We thank all applicants for the time they invest in applying for this position. Applications will be reviewed by the CASI Nominating Committee and successful applicants will be put forward to the membership in each region to vote to fill the vacant positions prior to the 2023 AGM in November.

If you have any questions about this posting or the application process, please email jeff@casi--acms.com.