

Call for Nominations and Applications Board of Directors

Regional Tourism Organization 7 seeks nominations and applications to fill two vacancies on its Board of Directors:

- 1 person from Bruce County representing an organization with an explicit tourism mandate.
- 1 person from Bruce, Grey or Simcoe Counties who bring senior level skills in the areas of tourism education, tourism, strategy, organizational leadership, risk, financial literacy or other relevant skills with the ability to give strategic oversight of RT07.

RT07's industry-led, volunteer board is responsible for providing direction to the organization in fulfillment of the organization's mission, which is "to work collaboratively with tourism partners and stakeholders to build, sustain and grow visitation, investment and visitor spending.

For information about:

- Regional Tourism Organization 7: www.rto7.ca
- Ontario's tourism regions: www.mtc.gov.on.ca/en/regions/regions.shtml

RT07's vision is "to establish BruceGreySimcoe as Ontario's four-season destination of choice.

For information about:

BruceGreySimcoe, visit www.BruceGreySimcoe.com.

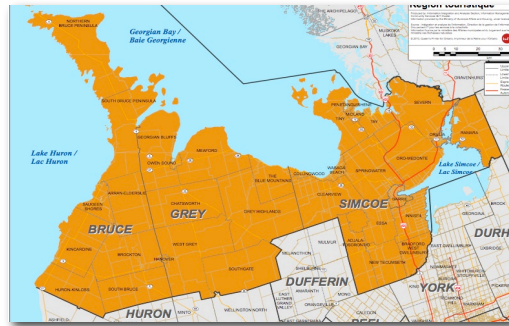
Important Information

These are volunteer positions. Directors are expected to have relevant board and/or management experience, leadership, skills and qualifications that would recommend them as directors of a non-profit corporation.

Interested individuals should: review the policy information provided (Section 1); and complete the application form (Section 2); and submit along with a current C.V. (resume). All information is confidential.

The deadline for applications is April 30, 2015. Decisions are expected on or before May 31 2015. All applicants are thanked for their interest and will be contacted.

For more information, contact:
info@rto7.ca



1. RT07 Policies

Board Structure

The 7 - 11 member industry-led, volunteer board of directors is structured to provide for a board composition that is fully engaged, regionally predisposed and mission focused.

Specifically, the board will be comprised of:

- Up to two members from organizations with explicit tourism mandates from each of Bruce, Grey and Simcoe Counties; for a total MAXIMUM of six members
- Up to five members who bring senior level skills in the areas of tourism, strategy, organizational leadership, risk, financial literacy or other relevant skills with the ability to give strategic oversight of RT07 for a MAXIMUM OF 5

The term of office for directors is three years. Directors who wish to extend their service to the board must be re-elected to the board by a majority vote of the sitting Board of Directors.

Expectations

- Directors serve in a voluntary capacity and must be prepared to make a commitment of active service involving monthly half to full-day board and other meetings
- Directors are expected to have relevant board and/or management experience, leadership, skills and qualifications that would recommend them as directors of a non-profit corporation
- The term of office for directors is three years.

Responsibilities of Directors

- **TO REPRESENT THE REGION AS A WHOLE AND TO PROVIDE INPUT AND ARRIVE AT DECISIONS BASED ON WHAT IS BEST FOR THE REGION, NOT WHAT IS BEST FOR A CLUSTER, EXPERIENCE, GEOGRAPHIC AREA, ETC.**
- Support the objectives and interests of RT07, and conform with its by-laws, values and policies
- Understand and actively participate in defining and directing the mission and objectives of RT07, and support the achievement of its goals
- Be informed of the legislative and other articles under which RT07 exists and its by-laws, mandate, and policies
- Exercise in the performance of their duties the degree of care, diligence and skill required of a director pursuant to the by-laws under which RT07 is incorporated
- Adhere to established standards of conduct and ethics
- Attend and actively participate in meetings and discussions by providing candid and constructive advice and input
- Be independent and impartial, participate without considerations of vested interests or personal gain, and exercise duties without reference to self-interest, outside pressure, expectation of reward, or fear of criticism
- Know and respect the roles of the board, volunteers, staff and vendors consistent with the principles of board governance
- Serve on working groups as required

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- Maintain solidarity with fellow directors in support of decisions made by the board, and respect the confidentiality of board discussions and deliberations
- Be prepared for meetings and actively engaged during the course of the meeting
- Contribute to the decision-making process by bringing needed skills, knowledge and experience to bear on issues that serve to move the organization forward in fulfilling its mandate
- Be in compliance with APPENDIX ONE – Board of Directors Code of Conduct
- Encourage opportunities for collaboration and determine if they meet the mandate, vision, mission, strategic and business plan
- Understand and actively participate in the development and monitoring of the Strategy, Annual Business Plan and the Transfer Payment Agreement.
- Assist in identifying risks and enacting appropriate risk mitigation strategies

RT07 Core Values

- Collaborative
- Transparent
- Trustworthy
- Innovative
- Friendly and welcoming

Our core values reflect the foundation and character of RT07 as an organization. We will abide by these values in determining the strategies we employ and how we govern, lead, operate and make decisions.

Collaborative

Collaboration means working together toward common goals. We will foster a culture of collaboration and cooperation by being easy to work with, by being inclusive, and by listening and by respecting other viewpoints. There is no place for zero-sum solutions or the politics of confrontation, hierarchy, or exclusion in how we collaborate (see **Standards of Conduct**, below).

Transparent

Transparency is achieved through the full, accurate and timely disclosure of information. As an independent, publicly funded corporation we will communicate openly and proactively to ensure accountability to our stakeholders and government. We will neither pursue nor tolerate hidden agendas. Our decision-making processes – including but not limited to procurement – will reflect consistent, transparent and objective criteria.

Trustworthy

As an organization that has embraced the values of collaboration and transparency, in our interactions with stakeholders, suppliers and others we will be ethically unyielding and honest. We will inspire trust by saying what we mean, matching our behaviours to our words, and taking responsibility for our actions.

Innovative

Valuing innovation means we strive to be on the leading edge. Creativity, experimentation and a willingness to ‘push the envelope’ characterize our approach to opportunities and

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challenges alike. Although we do not fear failure – rather, we embrace it as a means to continuously improve – we will always mitigate risks by making intelligent and disciplined decisions.

Friendly and welcoming

As a tourism organization we are dedicated to the essential values of hospitality that make the communities and operators of BruceGreySimcoe authentically welcoming to visitors and guests.

Standards of Conduct

Consistent with our values, when collaborating with organizations and individuals we will expect them to:

- Participate in good faith with the intention of producing balanced and broadly accepted results, and recognize the value and contributions of other organizations and individuals
- Focus on issues instead of positions and/or personal feelings, and show respect for other organizations and individuals by demonstrating empathy and active listening

Code of Ethics

Consistent with our values, we have adopted the following code of ethics. At all times directors, and staff as applicable, will:

- Represent the interests of all stakeholders, and not those of a particular geographic, sector or interest group
- Act as “trustees” of BruceGreySimcoe tourism industry interests, and endeavour to ensure that RT07 is always operating in accordance with organizational values
- Ensure that RT07 is always functioning and in the best interests of stakeholders and operators by being well managed, financially secure, and successfully growing
- Consider issues from broad interests and alternative points of view, and listen carefully to the opinions and input of all stakeholders
- Inform issues by speaking from personal perspective (i.e., “... my own organization’s / my own thinking is...”)
- Refrain from using the organization for personal advantage, or for the interests of any groups or individuals, and adhere to organizational policies regarding conflicts of interest and confidentiality
- Address issues through appropriate board channels, and refrain from lobbying others outside of these channels that might have the effect of creating factions and/or limiting free and open discussion
- Recognize that the role of the board of directors is to ensure that RT07 is well managed, and that it is the responsibility of the Executive Director and staff to manage the organization

Conflict of Interest

All individuals will avoid real or perceived conflicts of interest and refrain from deriving, directly or indirectly, any personal gain or profit by virtue of their position.

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A conflict of interest refers to situations where personal, occupational, and/or financial considerations may affect, or appear to affect, an individual's objectivity, judgment or ability to act in the best interests of RTO7. A conflict of interest includes a situation in which a person associated with an initiative or any member of his or her family is able to benefit financially from his or her involvement in the initiative.

By virtue of the nature of RTO7 as an industry-led organization it is recognized that individuals will often be personally engaged in tourism industry commerce. Both prior to and during their service all individuals shall openly disclose a potential, real or perceived conflict of interest as soon as the issue arises.

Should an instance arise where an individual believes s/he may be or appear to be in a conflict of interest, the matter should be immediately disclosed to the President (or, in the case of the President, to the Board of Directors) for discussion. If the board deems necessary it will, consistent with the requirements set out by the Ministry (see below), disclose to the Province without delay any situation that may be reasonably interpreted as either an actual or potential conflict of interest.

In conducting procurement RTO7 will ensure that prospective vendors declare all conflicts of interest, or any situation that may be reasonably perceived as a conflict of interest. RTO7 will reserve the right to disqualify from consideration proposals and/or terminate contractual and employment agreements that in RTO7's opinion demonstrate a conflict of interest or breach of this policy.

2. Application

How to Apply

Interested individuals should complete the accompanying application form and submit along with a current C.V. (resume). All information provided is confidential.

This document consists of ten (10) pages. Please review all contents and respond to all questions below.

Please submit completed application form and current C.V. (resume) to:

- Electronically (preferred): E-mail as attachment (MS Word, PDF) to:

info@rto7.ca
- Or, by mail to: REGIONAL TOURISM ORGANIZATION 7
PO Box 973
Thornbury, ON N0H 2P0

Deadline for submission: April 30, 2015

1. Personal information:

Name:	
Home Address:	
City/Town:	
Postal Code:	
Home Telephone:	
Personal Cell:	
Personal Email:	

2. Professional information:

Occupation:	
Title/Role:	
Name(s) of Organization:	
Address of Organization:	
Business Telephone:	
Business Email:	

3. Please confirm (with an “X” in each box) that you:

- a) Have reviewed and will comply with the **RT07 Board Policies** provided herein
- b) Have attached a current C.V. (resume) with dates noted for all positions/experience
- c) Are willing to provide a police background check upon request

4. Which of the following best describes your primary occupation or interests?

Private Sector

Public Sector (not-for-profit or government organization)

Please indicate **all** tourism sectors in which you have experience (use 'C' to indicate current experience and 'P' for past experience):

Accommodation		Event & Meeting Coordination/ Planners		Library	
Adventure Providers		Farm Fresh/ Agri-tourism		Meetings & Conventions	
Arts & Culture		Festivals/ Events		Municipalities	
Attractions		Fishing		Museums/Art Galleries	
Bed & Breakfast		Food & Beverage		Parks & Trails	
Camping		Golf		Shopping/ Retail	
Catering		Halls & Auditoriums		Skiing	
Chambers/BIA		Indoor/Outdoor Recreation		Tour Operator	
Dining		Information Center		Transportation	
Education		Leisure Services		Wine & Beer	
Entertainment		Marina		Other (elaborate):	

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7. Do you have board experience?

Yes

No

If yes, please describe your experience, including experience with current and past private or public sector boards on which you served.

If no, please indicate if you have experience as a member of a decision-making group with a mandate, decision-making powers and multiple stakeholders.

8. Do you have business management experience – i.e., where you were/are responsible for overall annual results, an annual operating budget and management of staff?

Yes (please describe fully below)

No

9. Please indicate the types of skills and competencies you would bring to the RT07 board as a director (indicate all that apply with an 'X'):

Management		Education/Academic	
Government Relations		Media Relations	
Research		Accounting/Finance	
HR/Labour/Workforce Development		Marketing/PR	
Legal		Economic Development	
Communications		Strategic Development	
Risk Mitigation		Organizational Leadership	
Other (please elaborate):			

10. Why do you want to be a director of RT07? What benefits will you bring to the region's tourism industry as a member of this board?

*Thank you for taking the time to apply for the RT07 Board of Directors
All applicants are thanked for their interest and all applicants will be contacted.*