



Public-at-Large Position Northeast Region

Alberta Conservation Association (ACA) is seeking a candidate to fill the Public-at-Large position on our Board of Directors.

Position Location: Northeast Region (map)

Application Process: Candidates must complete a conservation resumé, an application form, and a screening form.

Deadline: February 9, 2018

Mail, fax, or email conservation resumé and applications to:

Dr. Todd Zimmerling, President and CEO
Alberta Conservation Association
101, 9 Chippewa Road, Sherwood Park, AB, T8A 6J7
Fax: (780) 464-0990 Email: info@ab-conservation.com
Enter Public-at-Large in the subject line.

*Please direct all questions to Todd Zimmerling, ACA President and CEO
Phone: 780-410-1990 or toll free within Alberta: 1-877-969-9091*

Eligibility Information: Public-at-Large Directors are appointed for an initial term of up to three years, with a maximum of two consecutive terms.

In order to be considered for these positions, you must:

- Reside in the region you represent (Northeast).
- Hold Canadian citizenship or prove legal residency.
- Possess a WIN Card or Treaty Card.
- Display the potential to expand on capabilities beyond the Board.
- Confirm that you are in an unaffiliated* position.
- Be aware of conservation issues in your respective region.
- Authorize Alberta Conservation Association to request and review any criminal violations and record/violations under the *Wildlife/Fisheries Act*.

*Unaffiliated is defined as:

- PAL Director must not hold a paid or contracted relationship with a Member Organization.
- PAL Director must not hold an elected or appointed position.
- Candidate must be unaffiliated at time of nomination.

Selection Process: A Board Committee reviews all applications, selects candidates for interviews, and makes final recommendations to the Board of Directors.

The successful candidate will be announced at the March 2018 Board of Directors meeting.



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Public-at-Large Position Required Documentation

Conservation resumé

Written as a detailed summary, your resumé should provide us with as much information as possible about who you are, your interest in conservation, and why you feel you are a good fit for this position. Also include:

- Why you are interested in Alberta Conservation Association and this position.
- Your willingness to serve a term of up to three years and participate in quarterly Board of Director meetings.
- What your experience will bring to the Board.
- Your willingness to participate in public outreach.
- Knowledge of conservation challenges in your region.
- Who you are and what you do.
- Personal interests.
- List of memberships.
- Involvement in the community.

Resumes must be a maximum of two pages and include an additional page with a minimum of three references.

Screening of Directors and Senior Staff form (attached)

Public-at-Large Position application form (attached)

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Public-at-Large Position Screening of Directors and Senior Staff form

- | | |
|---|-----------|
| 1. Have you ever been found guilty of a criminal offence within or outside of Canada relating to financial dishonesty, including tax evasion, theft, fraud, or any other criminal offence that may be relevant to the operation of this charity, for which you have not been granted a pardon? | Yes No |
| 2. Within the past 5 years, have you been found guilty of a non-criminal offence within or outside of Canada relating to financial dishonesty, such as offences under fundraising legislation, consumer protection legislation or securities legislation, or any other offence that may be relevant to the operation of this charity? | Yes No |
| 3. Have you been a member of a board of directors, a trustee, officer, or an individual who otherwise controlled or managed the operation of a charity in the past five years? | Yes No |
| <ul style="list-style-type: none"> • If so, has this charity had its charitable registration revoked in the past five years? • If so, was the charitable status revoked as a result of conduct that constituted a serious breach of the requirements for registration, including improper receipting arrangements, abusive tax shelters, or providing undue private benefit to directors? | |
| 4. Have you, at any time, been a promoter of (sold or promoted the sale on your own or someone else's behalf) or otherwise been involved with a gifting arrangement or other tax shelter in which a charity participated and the registration of the charity has been revoked within the past five years for reasons that were related to participation in the tax shelter? | Yes No |
| 5. Have you ever been found guilty of a wildlife infraction/offence under the <i>Wildlife/Fisheries Act</i> (RSA 2000; Chapter W-10) in any jurisdiction? | Yes No |

If at any time after you have been appointed to the ACA Board or Directors your status regarding criminal offences changes, you must inform the ACA Board Executive immediately.

Signature:	Date:
Print Name:	

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Public-at-Large Position application form

Contact information

Name:	
Complete mailing address:	
Telephone:	Email:

Eligibility information

	Yes	No
Permanent resident of Northeast Region		
Legal resident of Canada		
Adult citizen		
WIN Card or Treaty Card Holder		
Unaffiliated position		
Authorization given to ACA to request and review any criminal violations		
Authorization given to ACA to request and review any record/violations under the <i>Wildlife/Fisheries Act</i>		
I, the undersigned applicant, hereby consent to act as a Regional Public-at-Large Director of the Alberta Conservation Association, if appointed. I further understand that by authorizing my consent, I will be subject to a background check with respect to any past violations of the fisheries and wildlife legislation and regulations and any criminal violations.		
Signature:	Date:	
Print Name:		

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