

**CALL FOR NOMINATIONS**

**FOR THE POSITION OF DIRECTOR**

**REGIONAL TOURISM ORGANIZATION 8**

RTO8 is seeking volunteers to sit on its Board of Directors and contribute to the development and supervision of its strategic vision and support the tourism interests of Peterborough & the Kawarthas, Kawartha Lakes and Northumberland County. The Board of Directors invites volunteers who have a commitment to regional tourism efforts, a knowledge of and passion for the tourism industry, and an interest in becoming an active participant in RTO8 matters, to submit an expression of interest in accordance with Article 4 of RTO8’s by-laws.

Notice is hereby given that elections will be held in accordance with our By-laws at our 2019 Annual General Meeting which will take place on **Tuesday June 18, 2019 from 1:00pm – 4:00pm at Elmhirst’s Resort, 1045 Settlers Line, Keene, ON K0L 2G0.**

**ALL EXPRESSIONS OF INTEREST FOR NOMINATION MUST BE RECEIVED BY MAY 10, 2019.**

If you have an interest, please use the attached form and return to:

RTO8 Board of Directors

Regional Tourism Organization 8

175 George Street North

Peterborough, Ontario K9J 3G6

**In addition to the signed form, a scanned copy may be emailed to brendawood@rto8.com.**

**For more information please contact: Brenda Wood at 705-874-6565**

**Please note the region that you are applying from:**

**Northumberland County  Peterborough County**

**City of Peterborough  Kawartha Lakes**

**BOARD RESPONSIBILITIES**

1. **Build & Engage Community**
2. **Set Direction**
3. **Provide Oversight**

**DUTIES AND EXPECTATIONS OF ALL INDIVIDUAL BOARD MEMBERS**

* Educate oneself about issues related to the mission of the organization and about topics relevant to governing a nonprofit tourism organization in Ontario, acting to fill key gaps in knowledge or skills
* Attend all afternoon board and committee meetings and functions giving advance regrets if unable to attend
* Attend the Annual General Meeting, and make reports to the members if appropriate
* Chair or actively participate on a committee
* Participate in advance discussions and review meeting materials to make educated, independent decisions in the best interest of the region
* Participate in online discussions/conference calls and information sharing between meetings
* Participate actively and constructively in group decision making
* Be independent and impartial, exercising duties without reference to self-interest, personal gain, outside pressure, expectation of reward, or fear of criticism
* Prepare proposals, policies and other documents for Board review from time to time
* Minimize conflicts of interest, declare any conflicts that arise immediately, and fully withdraw from all related discussions and decisions
* Accept no compensation from the organization for time spent in Board or Board-related service (Board members are reimbursed for approved expenses related to attendance to Board business e.g. mileage to attend meetings)
* Actively and positively represent the organization throughout the region, striving to enhance its image
* Actively support resource generation by identifying prospective sources of funds, volunteers, members, sponsors, partners and other resources for the organization and promoting its services
* Act with probity and prudence in the management of the organization’s resources and reputation, including careful review of budgets, financial reports and funding requirements
* Resign promptly if unable to fulfill requirements and obligations

**Availability**

This is an exciting opportunity to be part of an active, strategic organization that will shape the future of tourism in the city and county of Peterborough, Kawartha Lakes and County of Northumberland. Directors are expected to contribute time to attend five afternoon meetings annually (typically 1:15pm-3:30pm the third Thursday of September, November, January, April and June) at the Greater Peterborough Chamber of Commerce Boardroom 175 George St. N. Additional hours are required for project work and strategic planning sessions, in addition to task teams and special event committees.

Are you able to commit to this level of effort?  Yes  No

|  |  |  |  |
| --- | --- | --- | --- |
| **Possible Positions** | **Years** | **Term** | **Applying For** |
| Kawartha Lakes | 3- years | June 2019- June 2022 |  |
| 2-years | June 2019- June 2021 |  |
| Peterborough County | 3- years | June 2019- June 2022 |  |
| Northumberland County | 3-years | June 2019- June 2022 |  |
| City of Peterborough | 3-years | June 2019- June 2022 |  |

**Personal Information**

Name:Click here to enter text.

Please indicate primary contact choice and be sure to include area code

Address: Click here to enter text.

Phone: Home Click here to enter text.  
 Cell Click here to enter text.

Email: Click here to enter text.

**Business Information**

Organization: Click here to enter text.

Title/Role: Click here to enter text.

Address of Organization: Click here to enter text.

Phone: Click here to enter text.

Email: Click here to enter text.

Which of the following best describes your primary occupation/interests?

Private  Non-Private Other please explain:Click here to enter text.

**1. Please indicate the sectors in which you have experience**

|  |  |  |
| --- | --- | --- |
| Accommodations  Attractions  Agri-tourism  Arts  Culinary  Chamber / BIA      If other please list: Click here to enter text. | Outfitter  Festivals / Events  Heritage & Culture  Indoor / Outdoor Recreation  Human Resources  Health & Safety | Retail / Shopping  Tour / Travel Operations  Gaming  Transportation  Finance  Law / Legal |

**2. Based on your response to the questions above, what examples demonstrate your understanding and experience with respect to tourism in general and regional tourism in particular. Please expand on your reply by indicating the scope of your experience (local, regional, provincial), your role and the duration of your role or involvement:**

Tourism in General  
Click here to enter text.

Regional Tourism  
Click here to enter text.

**3. Do you have prior experience as a member of a Board of Directors, particularly for a not-for-profit organization?** Yes No

**If yes**, please explain. **If no**, indicate experience working in a decision making group with a mandate, decision making powers and multiple stakeholders.  
Click here to enter text.

**4. List the skills and competencies you would bring to the RTO8 Board of Directors. Choose all that apply.**

|  |  |
| --- | --- |
| Tourism Development & Training  Tourism Product Development / Enhancement  Other:\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_ | Tourism Investment / Attraction  Tourism Related Marketing / PR |

Have you ever been involved with RTO8 to date? Yes No  
If yes, please explain  
Click here to enter text.

**References**  
List 2 references that support your appointment to the RTO8 Board of Directors. References must not currently serve on Board of Directors, work for you under your supervision, or is in a conflict of interest in any other way. By providing these references, you are giving RTO8 permission to contact for a reference.

1. Name: Click here to enter text.  
Email: Click here to enter text.  
Phone #: Click here to enter text.  
Title/Business/Organization:Click here to enter text.

2. Name: Click here to enter text.  
Email:Click here to enter text.   
Phone #: Click here to enter text.  
Title/Business/Organization: Click here to enter text.

By checking this box, I agree that all information provided in this application is correct and valid to the best of my ability.

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 (applicants signature) (Date)