



## Board of Directors Application Form 2025 – 26

Thank you for your interest in the Regional Tourism Organization 8/Kawarthas Northumberland

Board. RTO8 is looking to fill up to 6 vacancies from the areas below to begin on June 19, 2025:

- City of Peterborough
- Northumberland County
- County of Peterborough
- Kawartha Lakes

### Board of Directors Meetings

The Board of Directors meetings are held on weekday mornings, six to seven times per fiscal year. Each meeting is approximately one and a half hours to two hours in length, and it is expected that each Director is engaged and attentive to the business of the Board. It is required that each Board Member attends a minimum of six (6) meetings per year. Directors are to attend a full-day orientation and a full-day strategic planning session in the Fall, along with the Annual General Meeting. Directors are also asked to sit on one committee of the board that meets as required virtually in addition to the scheduled board meetings.

### Responsibilities of RTO8 Board Members

Please see the Responsibilities of RTO8 Board Members on the 2025-26 RTO8 Public Board Notice, **found at <https://rto8.com/eoi-rto8-board>**

### Application Form Completion

Please provide all information requested and respond to all questions within this form, including attaching additional information as appropriate. This form is to only be completed by the nominee/applicant.

### Please note:

- Although the Board will endeavour to fill each of the vacancies listed for a three (3) year term, the minimum term of service as a board member is one (1) year
- RTO8 Board of Directors Members serve on a voluntary basis

**All applications to join the Board of Directors must be submitted by 4:30pm on May 8, 2025. To**

**submit your application, please email this completed PDF to [rto8eoi@gmail.com](mailto:rto8eoi@gmail.com)**

### 1. Personal Information

Full Name			
Mailing address <i>(include PO Box if applicable)</i>			
Region of Origin <i>(please choose from the 4 regions listed on page 1)</i>			
Telephone #		Email	
Business / Organization			
Position <i>(with the above business)</i>			

### 2. Please Confirm That You...

Reviewed the <b><u>RTO8 2025-2026 Business Plan</u></b>	YES	NO
Have attached a current resume	YES	NO
Are willing to consent to a police background check	YES	NO

### 3. Board Competency Matrix

The Board of Directors strives to have a diverse and competent board composition. To this end, please complete the Board Competency Matrix.

**Please enter "X" for the Sector that applies to you.**

Attractions		Culinary / Food & Beverage		Financial Services	
Accommodations		Culture / Entertainment		Other Accommodations	
Agriculture		Education / Training		Other Service Industry	

Other Sector - <i>Please Note Here</i>	
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#### 4. Skills & Experience

Please rate yourself on the following skills and experience using the following range:

**"1" – Limited**      **"2" – Working Knowledge**      **"3" – Good Understanding**      **"4" – Extensive**

Board Experience		Training & Education		Sales / Revenue	
Governance		Legal / Risk Management		Strategic Planning	
Finance		Marketing		Technology	
Human Resources		Research Education			

#### 5. Please provide detailed replies to the following questions.

Describe your experience with not-for-profit governance board. Indicate any current or past boards and/or industry associations on which you have served, or other experiences you feel are relevant.

What do you believe to be the major concerns facing businesses and the tourism community within the Kawartha Northumberland Region?

Tell us what you want to contribute or hope to achieve as a member of the RTO8 Board.

Have you ever been involved with RTO8 to date? If yes, please explain

## 6. References

Please provide 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 be considered a conflict of interest in any other way. By providing the below information, you are giving RTO8 permission to make contact for the purpose of a reference.

Reference #1 Full Name	
Email	
Telephone #	
Business / Organization	
Position <i>(with the above business)</i>	

Reference #2 Full Name	
Email	
Telephone #	
Business / Organization	
Position <i>(with the above business)</i>	

By signing and dating this document, I agree that all information provided in this application is correct and valid to the best of my ability at the time of submission. I further agree to provide any further information upon the request of RTO8 and/or the RTO8 Board of Directors.

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Printed Name of Applicant

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Signature of Applicant

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Date (*mm/dd/yyyy*)