



A unique opportunity exists to partner with Vancity, Canada's largest credit union. Vancity is a democratic, ethical and innovative provider of financial services to its members. Through strong financial performance, we serve as a catalyst for the self-reliance and economic well-being of our membership and community.

BRINGING BUSINESS BEYOND

Vancity is setting the stage for a future that has never looked better and we are seeking more talented people to join us on our journey. Here's your chance to make an impact in an organization that has a proven commitment to influencing positive change as our next...

Officer Governance

Reporting to the Manager, Governance, you will play a supporting role in ensuring Vancity's governance statutory obligations will be successfully met and the capacity of the Board of Directors will be optimized enabling the Board to achieve its mandate.

Part of your DNA includes experience with Corporate Records, a basic understanding of regulatory requirements in the financial services industry. You will have the ability to conduct research and provide recommendations for improvement and/or optimization of governance processes. You will be proficient with MS Office suite, along with ALF software, Adobe, Access database, BroadWorks and SharePoint as an asset. The competencies for this position would typically be acquired through a degree or diploma in Business Administration or certification as a Legal Assistant or Legal Secretary and three years experience; or an equivalent combination of education and experience.

Sound like a good fit? Put your outstanding skills to use in a fast-paced, dynamic work environment at Canada's largest credit union. To apply, visit our website: www.vancitycareers.com

We thank all applicants for their interest and advise that only short-listed candidates will be contacted.

