



# Columbia College

Established 1936

## External Board Governor – Governance Model Review

Since 1936 Columbia College has offered quality educational programs, including a University Transfer Program fully integrated into the BC Transfer System, an Associate Degree Program certified by the Ministry of Advanced Education, a University Preparatory Program, and a High School Program certified by the Ministry of Education. Thousands of Canadian and international students have progressed through Columbia College's programs to Canadian universities or successful careers.

In addition, Columbia College decided to leverage, showcase, and expand activities aligned with the College's charitable status in operations going forward. We anticipate our charitable activities will have a major social impact in Vancouver in the coming years.

The College is currently undergoing an organizational restructure. Part of this restructuring will entail a review of the College's governance model and decision-making practices and the exploration and development of alternative approaches. The Society is looking for a volunteer to sit on the Society's Board as Governors. The Board of Governors is responsible for strategic planning, financial sustainability and overseeing the College's educational programming and operations to ensure its future success. The role of a Governor offers the opportunity to contribute to the development of the College and to the community and to work with other members of the Board and administrative staff.

In order to support this review, the ideal candidate would have a background and experience with board governance, community-based or not-for-profit organizational membership models, strategic decision-making practices, and regulatory compliance in higher education, the not-for-profit or charitable sector in Canada. Senior management experience in a business or educational capacity is also desirable.

It is preferred that the Governor resides in Vancouver, British Columbia.

### **Desired Skills and Experience**

- Experience with financial, legal and regulatory compliance in the not-for-profit or charitable sector or in a business incorporating social responsibility
- Previous experience serving in a senior management capacity or on a board of a not-for-profit or charitable organization
- Experience or connections in business, global education, non-profits, or charities
- Training, experience, skills, or a background in corporate governance and not-for-profit decision-making models
- Connections to local or community networks (education, corporate, non-profits, charities, or otherwise)



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- Successful track record in pursuing and implementing community and/or corporate partnerships
- Experience in administering or governing projects, charitable programs or organizations
- Knowledge of community development programs in a post-secondary context

## **Responsibilities**

- Act in an advisory capacity and provide input to the strategic direction of the College and its charitable programming
- Provide support, guidance and leadership through a governance model review of the College
- Provide fiduciary oversight of the College's assets and institutional performance
- Prepare for and attend monthly Board meetings
- Governors may be asked to serve on a subcommittee of the Board where their skills and experience might make a positive contribution. Governors may also have an opportunity to serve on working groups established for specific purposes through the organizational restructuring.

The Governor should

Former Columbia College Society members can be nominated as an external Board Governor. They must have severed their employment relationship with the College for twenty-four months before they can serve on the Board as an external governor.

Former Columbia College students can be nominated as external Board members. Still, they must have finished their relationship with the College for twenty-four months before they can serve on the Board as an external member.

**The position will ideally start in May or June 2023**

## **APPLICATION:**

Please submit a cover letter and resume (consolidated into one PDF or Word document and saved under first and last name) to Denise Guiblejman, HR Manager [dguiblejman@columbiacollege.ca](mailto:dguiblejman@columbiacollege.ca)

We thank all applicants for their interest in the position; only those selected for an interview will be contacted.