

VANCITY

Founded in 1946, Vancity is a values-based financial co-operative serving the needs of its more than 525,000 member-owners and their communities in the Coast Salish and Kwakwaka'wakw territories. With \$26.4 billion in assets plus assets under administration, Vancity is Canada's largest community credit union, employs more than 2,600 people, and operates 59 branches across Metro Vancouver, the Fraser Valley, Victoria, Squamish and Alert Bay. As a financial co-operative, Vancity exists for the sole benefit of its members and their communities and, as a result, acts in their best interests. It shares 30% of its net profits with members and communities and, since 1994, this has seen it share over \$306 million. With the impending retirement of its long-standing Corporate Secretary, Vancity is seeking a qualified successor.

CORPORATE SECRETARY

Reporting to the CEO, Tamara Vrooman, and with dotted line accountability to the Board Chair, the Corporate Secretary will provide strategic and corporate governance support to the Board, including policy reviews and administration of Board matters, to ensure that the Board, which is democratically elected by Vancity's members, fulfills its oversight duties. As well, the individual will monitor developments that affect or may affect corporate governance and provide advice to the Board, CEO and the Executive Leadership Team (ELT).

Accountable for ensuring good governance, which is defined as an effective process of decision-making and implementing decisions that ultimately meet the needs of the membership and reflect the vision and values of Vancity, this role will appeal to an individual seeking at least five years in the position to continue serving the executive management team and the Board of Directors (Board) with strong governance principles, sound judgment, and proactive initiatives to keep Vancity on excellent terms with its regulators and keep it at the forefront of making good decisions on behalf of its members and customers.

Demonstrating values that are in alignment with those of Vancity, the ideal candidate for this role will bring exceptional communication skills, professional judgment, and the capability and desire to work in a values-based, member-focused financial cooperative.

Possessing 8-10 years of relevant, senior executive experience in a dynamic, complex environment, high emotional intelligence and proven people leadership skills, the successful candidate will be a strategic thinker with excellent attention to detail and advanced problem solving skills. A bachelor's degree in a relevant discipline is required; qualification as a lawyer is an asset, as are specific designations in corporate governance and an advanced knowledge of Vancity's vision and strategies.

To apply for this role or for further information, please email resume and cover letter to search@watsoninc.ca.