

The Board Development and Nominations Committee of The Okanagan Science Centre in accordance with the organization's by-laws, is seeking candidates to join the Board of Directors for a two year term commencing October 11, 2023

We are pleased to provide this nomination package that outlines the expectations of Directors of the Okanagan Science Centre together with their role and responsibilities.

# **NOMINATION CRITERIA**

Directors represent and are accountable to the membership and as such are responsible for governing and overseeing the strategic direction of the Okanagan Science Centre. The effectiveness of OSC is directly dependent on the leadership and enthusiasm of the Board of Directors.

The Board Development and Nominations Committee urges you to consider the following desirable qualities, some or all of which strong candidates for the OSC Board of Directors should possess:

- Awareness and understanding of the role of the OSC and a desire to support it.
- Awareness of STEM in Greater Vernon, BC, and Canada.
- Previous board experience
- Understanding of financial statements, management reports, and risk management.
- High ethical standards and integrity in professional and personal dealings.
- Ability to work as a team member.
- Past history of community involvement
- Must complete a criminal record check
- Must be an OSC member in good standing

If you have any questions about the process and/or associated information, please contact OSC office at 250.545.3644or Email: <a href="mailto:info@okscience.ca">info@okscience.ca</a>

Nomination and Election Process Timeline				
Date	Details			
August	Call for nominations sent out by staff.			
September	Candidates Interview with committee and Executive Director			
Within 60 days of AGM	Notice of AGM sent to members with board slate			
October ( AGM)	AGM-Election			
October ( Board training)	Successful candidates announced			

#### **ABOUT THE OSC**

#### **Our Vision**

To create a culture of science in our community, in Canada, and in the world.

# **Our Mission**

To inspire scientific inquiry through dynamic and interactive educational programs and exhibits; and to encourage children and adults to appreciate the relevance and universality of science, and its application in the Okanagan.

# What we do and why

# We:

- Inspire children to pursue careers in science
- Educate children and families to become science literate citizens
- Ensure the people of the Okanagan know that exciting science is happening right here
- Make science for everyone

# So that:

- The children of Vernon and the Okanagan are competitive for the growing number of careers in STEM (Science, Technology, Engineering, and Math)
- The citizenry of our community have the science understanding and literacy they will need to face the increasingly science-based issues facing us today and in the future
- No child is left out of the potential to benefit from careers and knowledge offered by science

# **Governance**

The OSC operates according to Bylaws-see most recent approved and submitted bylaws. The governance of the OSC is vested in a Board of Directors of maximum 10 individuals elected by the membership.

# **Director Responsibilities and Obligations**

It is with the help of community minded people such as you that the OSC has been successful in its role to enrich the quality of science based inquiry of the community as a whole. Outlined below are some of the responsibilities that come with the title of Director.

# **ATTENDANCE AT BOARD OF DIRECTORS MEETINGS:**

Board meetings are held every month at a mutually agreeable time and typically last an hour and a half. (Second Wednesday of each month at 7pm-8:30 pm).

#### **DISCRETION AND CONFIDENTIALITY:**

A Director of the Okanagan Science Centre is often exposed to confidential information during in camera sessions at Board Meetings, during committee meetings, or in conversation with members, staff, other Directors, etc. Please be aware of the confidential nature of some information and respect that confidentiality.

# **ORGANIZATION OF COMMITTEES:**

A Director may have, by appointment, a committee responsibility. Normally a Director is appointed Chair for a committee and is expected to drum up support by recruiting volunteers from the membership and Board of Directors. Terms of Reference for each Committee are included in the Board's Policy Manual.

#### **MEMBERSHIP RECRUITMENT:**

Directors are expected to promote the OSC and be a source for leads on potential new members.

# A COMMITMENT OF TIME:

A Director of the Okanagan Science Centre can expect to devote approximately –4-6 hours per month of his or her time to the meetings, programs, and duties of the OSC. This time commitment is the minimum to be expected, and depending on the individual, can be much more extensive.

# **Committees:**

Each board member also will participate in a committee of choice. At the moment the following committees are active:

Finance,

Board Governance and Nominations, Membership and Strategic relations (operations) Youth Engagement

# **MEDIA RELATIONS:**

OSC has a standing policy that the Chair, Executive Director or a predetermined designate is the only acceptable media contact on any issue. When in doubt, defer to the Chair.

# **Introduction to Skills Matrix**

As part of the process surrounding seeking applications and recruiting new Directors to fill expired terms, candidates are asked to self-identify what competencies, background and skills the candidate would bring to the OSC Board.

The Matrix of Skills and Representation below will ensure a skilled, balanced and high-performing Board is sustained for the future. Recruitment of OSC Directors also includes the important consideration of such fundamental criteria as a stated commitment to the OSC's organizational values, an absence of major conflict of interest, local reputation, high personal integrity, a track-record of achievement and dedicated commitment and focus to the necessary time required to serve on the Board.

Scale of 1-5 ( 1= no experience, 5 =expert)	1	2	3	4	5
Strategic Planning					
Human Resources					
Finance					
Board Governance					
Science and Technology					
Legal/Risk Management					
Communications/PR					
Fundraising					
Education					