



September 15, 2013

CALL FOR NOMINATIONS

For the Election to the Board of Directors of Wood Buffalo Youth Science Foundation

Wood Buffalo Youth Science Foundation exists so youth in the Regional Municipality of Wood Buffalo are engaged through science in inquiry and critical thinking at a justifiable level of resources invested. The Board of Directors is forms the backbone of this working committee to carry out the objectives and mission of the organization.

This October (date to be determined), WBYSF will hold its 2013 Annual General Meeting at Keyano College in Fort McMurray, AB. At that meeting, elections will be held for the Board of Directors. In keeping with the bylaws, three individuals, one third of the board, will be elected, each to a three-year term. Additional information on Wood Buffalo Youth Science Foundation and the skills and attributes of a director is provided below.

In preparation for the election, the Nominating Committee of the Board of WBYSF has been mandated to prepare a slate of candidates for presentation to the members. To facilitate the preparation of the slate and to ensure that the process is open to all members, the Nominating Committee is now issuing a Call for an Expression of Interest.

Expressions of Interest

Those who are interested in being a candidate for the Wood Buffalo Youth Science Foundation Board of Directors for the three-year term of October 2013 to October 2016 are asked to complete an Expression of Interest, which includes the following:

- A nomination form – *self-nominations accepted*
- A letter of intent.

Nominated candidates will be invited to briefly address the Membership at the Annual General Meeting before the election (two minutes maximum).

All Expressions of Interest will be held in strict confidence by the Nominating Committee, which will review all submissions and recommend a slate of qualified nominees to the Members. All individuals who submit an Expression of Interest will be advised of the Committee's decision. If you have any questions regarding the roles and responsibilities of the WBYSF Board of Directors, please do not hesitate to contact the Nominating Committee. Please understand, the decisions of the Nominating Committee are final.

Please submit Expressions of Interest by no later than the 15th day of October, 2013 to:

The Nominating Committee
Wood Buffalo Youth Science Foundation
8115 Franklin Avenue, Box 24
Fort McMurray, AB T9H 2H7
Fax: 780-799-5740
E-mail: info@wbrsf.ca - preferred

The following members have been appointed to the Nominating Committee:

Louis Dingley
Interim-President, Wood Buffalo Youth Science Foundation

Vicki Dawe
Vice-President, Wood Buffalo Youth Science Foundation

Corey Conroy
Wood Buffalo Youth Science Foundation Board of Directors

Vincella Thompson
Wood Buffalo Youth Science Foundation Board of Directors

Information for Potential Board Members

Volunteering your skills, talents and time to WBYSF provides an opportunity to network with your colleagues in the educational and scientific fields, demonstrate your leadership abilities and further develop individual leadership skills. Moreover, this is a chance to make a contribution to the youth science movement in the Regional Municipality.

The Organization

For the past 7 years, Wood Buffalo Youth Science Foundation has been operating in the Municipality creating opportunities for our youth to engage in project-based scientific exploration. Supporting classroom and school science fair work, the Foundation showcases the region's top young scientists in a two day Regional Science Fair. And in just a short number of years, we have had almost 1000 students through our doors with a volunteer judge base of nearly 150! One of the top 5 in Western Canada. Over the years, the Foundation has been working at strengthening its position within the region with a re-structuring of the Board and seeking better financial stability and sustainability.

The WBYSF is an affiliate region of Youth Science Canada and thereby sends an annual delegation to the Canada-Wide Science Fair. In the past few years, our finalists have seen greater and greater success there which is, in part, an indication of the caliber of projects seen at the Regional Science Fair. The Foundation is also in the beginning stages of becoming affiliated with Youth Science Alberta – a start-up provincial science fair organization.

Support and Funding

A non-profit, registered charitable organization, WBYSF relies on volunteers, dedicated parents, teachers and scientists. Our funding comes from sponsoring individuals and organizations.

The Role of the Board of Directors

The Board of Directors is responsible for the planning, operation and review of the Wood Buffalo Regional Science Fair. Its charged with ensuring organization stability both financially and in human resources. The strength of this organization has been entrenched in strong relationships with both community and industry and in the strong success of our fair. The Board is further responsible for ensuring that we continue to deliver strong programs and look to create new ones to achieve our goals and objectives.

The responsibilities of the Board are to deliver on the Mission and Goals of Wood Buffalo Youth Science Foundation:

Mission

Our mission is to promote science education within the Regional Municipality of Wood Buffalo by providing unique opportunities for students to participate in hands-on learning exercises while interacting with local educators, researchers and industry scientists.

Goals

- To promote, organize, and operate an annual regional science fair for students in grades four through twelve within the Regional Municipality of Wood Buffalo.
- To recognize and reward scientific achievement and to provide students with an opportunity to participate in the Canada-Wide Science Fair.
- To assist local schools in establishing their own science fairs.
- To provide local schools and teachers with opportunities to attend field trips, workshops, scientific talks, and other activities aimed at enhancing school science curricula.
- To foster curiosity, critical thinking, and problem-solving skills in students by providing them with an opportunity to engage in experiment-based science.
- To encourage students to pursue careers in science.
- To build ties between students, educators, local industry and local scientists.

An Effective Board

An effective board needs a broad complement of skills and abilities and needs to understand its duties and responsibilities. **Members benefit from a clear understanding of expectations, deliverables and time commitments.** For 2013-2016, the WBYSF Board of Directors will be comprised of twelve (12) elected Members.

Time Commitments

- Attend either in person or by conference call the monthly/bi-weekly meetings, including the Annual General Meeting held in the fall.

- Attend and deliver duties at Wood Buffalo Regional Science Fairs and other programs
- Maintain engagement between meetings through information gathering, involvement in discussions and establishment of connections

Remuneration and Expenses

All Directors and Officers serve their term of office without remuneration. Directors will be reimbursed for reasonable expenses in accordance with policies approved by the Board.

An effective board member ideally will possess these skills and attributes:

- Passionate about the organization's mission and vision
- A visionary and conceptual thinker who can see and focus on values that underlie events and challenges
- Can forego comfort of shorter term concreteness and stay focused on the "big picture"
- Self-disciplined, able to self-evaluate, set rules of behaviour and follow them
- A team player who can support group decisions, listen and engage in dialogue effectively and who understands group process
- Willing to participate in board policy creation, respects the board process and understands the principles of governance
- An active learner willing to learn about the organization, governance and the board processes
- Committed to connect with the ownership and engage in positive contact with the membership

Duties and responsibilities of directors

In addition to duties based on respective positions, directors should:

- Know the content of the fundamental documents: legislation, bylaws, board policies
- Know the purpose of the organization and look for innovative ways to deliver those goals
- Act in the best interests of the organization
- Be as fully informed as reasonably possible about all aspects of the organization
- Act prudently and reasonably to protect the integrity and reputation of the organization
- Review the agenda and supporting material in advance of each meeting
- Attend meetings of the board
- Be prepared to discuss meeting business in a prepared and knowledgeable way
- Vote on matters that come before the board
- Avoid conflicts of interest between personal interests and those of the organization
- Act honestly and in good faith
- Be loyal to and act in the best interests of the organization