

**MANDATE:**

- ✳ The Capital Region Housing Corporation (CRHC) is a management body incorporated by ministerial order under the *Alberta Housing Act*, and provides social and affordable housing in the Edmonton area.
- ✳ Core Business Strategies include: providing professional housing and asset management to applicants, tenants, program funders, and property owners; program administration - for a number of rental-subsidy and support programs; and developing/purchasing housing units to provide affordable housing to meet the needs of the Alberta Capital Region.

STANDING COMMITTEES:

✳ Audit, Finance and Negotiations Committee. (Meets twice a year)	✳ Executive Committee. (Meets ad hoc)
✳ Governance and Community Engagement Committee. (Meets the first Monday, bi-monthly)	✳ Real Property Committee. (Meets the second Wednesday, bi-monthly)

BOARD ACTIVITIES:

✳ Establish strategic directions	✳ Revenue diversification
✳ Home ownership incentive programs	✳ Input on housing legislation
✳ Land and building acquisition / disposition for affordable housing purposes	✳ Enhance partnerships with private for-profit and not-for-profit builders, developers and support service agencies
✳ Develops governance policies related to the operations of the housing managed by CRHC.	

REMUNERATION:

- ✳ NONE - Board members serve in a voluntary capacity

APPOINTMENT TERM:

- ✳ One-year terms, (from May 1 to April 30) renewable to a maximum of **ten** consecutive years.
- ✳ City of Edmonton Volunteer Management practices include an annual evaluation of board members. *[City Policy C575A]*

TO APPLY:

- ✳ Applicants are required to **complete the online Taleo application, and attach a current resume plus three written letters of reference.** (References should be from individuals that can comment on the relevant qualities, skills or knowledge you possess.)

**APPLICATION PROCESS TIMELINE:**

Executive Committee of Council serves as the Selection Committee for this Board. It is anticipated that selection processes will take place on the following dates:

- ✳ March 10, 2016 - Applicant Short Listing
- ✳ March 24, 2016 - Applicant Interviews
- ✳ April 5, 2016 - Appointments made by City Council

QUALIFICATIONS:

- ✳ It is desirable that board membership reflect diversified skills, background, professional knowledge, training and understanding relevant to property development, building construction and social housing. Knowledge of social housing would be an asset.
- ✳ Specifically, the board is looking for relevant experience in rezoning of properties within the capital region, knowledge of both industry and all three orders of government. 10 plus years, minimum, experience in leadership and governance board.
- ✳ The ability to commit:
 - 5 - 10 hours per month on board-related activities
 - Serve on the Real Property Committee
 - The Board meets on the fourth Thursday of each month at 5 pm.

EXPECTATIONS:

As a member of a governance board of directors, your role will be to:

- ✳ Ensure that the Corporation operates within the powers and duties as set out in the Ministerial Order, and meet the obligations of its mandate as a Management Body under the *Alberta Housing A*
- ✳ Engage the Chief Executive Officer responsible to the Board for the Corporation's human, physical, and financial resources and executing decisions of the Board
- ✳ Initiate, review, evaluate and/or make decisions on major objectives and policies of the Corporation
- ✳ Approve the annual operating budgets
- ✳ Actively participate in Board and Committee meetings, planning sessions and other Board Activities:
- ✳ Review materials and prepare for meetings, participate in discussions and decision-making, and honour decisions of the Board