

1 VACANCY

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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:

<ul style="list-style-type: none"> • Audit, Finance and Negotiations Committee. (Meets twice a year) 	<ul style="list-style-type: none"> • Executive Committee. (Meets ad hoc)
<ul style="list-style-type: none"> • Governance and Community Engagement Committee. (Meets the first Monday, bi-monthly) 	<ul style="list-style-type: none"> • Real Property Committee. (Meets the second Wednesday, bi-monthly)

BOARD ACTIVITIES:

<ul style="list-style-type: none"> • Establish strategic directions 	<ul style="list-style-type: none"> • Revenue diversification
<ul style="list-style-type: none"> • Home ownership incentive programs 	<ul style="list-style-type: none"> • Input on housing legislation
<ul style="list-style-type: none"> • Land and building acquisition / disposition for affordable housing purposes 	<ul style="list-style-type: none"> • Enhance partnerships with private for-profit and not-for-profit builders, developers and support service agencies
<ul style="list-style-type: none"> • Develops governance policies related to the operations of the housing managed by CRHC. 	

REMUNERATION:

- NONE - Board members serve in a voluntary capacity

APPOINTMENT TERM:

- Two-year terms, (from May 1 to April 30) renewable to a maximum of eight consecutive years.
- City of Edmonton Volunteer Management practices include an annual evaluation of board members. [[City Policy C575C](#)]

TO APPLY:

- Applicants are required to complete the online application questions, 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 CRHC Members. It is anticipated that selection processes will take place on the following (tentative) dates:

- February 2, 2020 Posting Expires
- March 19, 2020 - Applicant Shortlisting
- April 2, 2020 - Applicant Interviews
- April 15, 2020 - 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 the social services sector, knowledge of both industry and all three orders of government with a minimum of 10 plus years' experience in leadership and governance board.
- The ability to commit:
 - 5 - 10 hours per month on board-related activities
 - Serve on one of three committees: Governance, Real Property or Audit and Finance
 - 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 Act*
- 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 honor decisions of the Board