



Phone **306.242.3060** Fax **306.242.2205**

Email
info@nsbasask.com

#9-1724 Quebec Avenue,
Saskatoon, SK S7K 1V9

NSBA BOARD OF DIRECTORS APPLICATION FORM

The NSBA Board of Directors is elected from the NSBA membership at the Annual General Meeting based on a slate of candidates suggested by the Nominating Committee of the Board. Individuals interested in sitting on the NSBA Board are encouraged to fill out this application form for submission to the Nominating Committee. A member of the Nominating Committee will follow-up on each application submitted.

Instructions for Submitting Form:

- 1) Download and save the form to your computer.
- 2) Open the form from its saved location and input your candidate information.
- 3) Save the form.
- 4) Hit the submit button below. If your email is not set up to auto-send, please ensure that you send the form from your email Outbox manually.

Important Dates:

Applications Period: January 21, 2022 - February 15, 2022

Nominating Committee Review Period: February 16 – February 18, 2022

Slate Announced: March 1, 2022

Annual General Meeting (AGM): March 23, 2022

Candidate Information:

Name:

Phone:

Email:

Organization:

Job Title:

Industry:

How many years have you and/or your company been a member of the NSBA?:



SASKATOON'S BUSINESS ASSOCIATION



Company Ownership:

The NSBA Bylaw indicates that 70% of the 11-person Board (8 Directors, Chair, Past-Chair, and Vice-Chair) must hold an ownership stake in the organization that they will represent on the Board. This ownership stake includes partnership in a professional firm. Please check one of the options below to self-declare whether you possess an ownership stake in an organization listed above.

Yes No

Gender & Indigenous Self-Identification:

The NSBA values diversity and strives for its Board to be representative of the business community of Saskatoon. Please check one of the options below to self-identify. Applicants may choose to not answer questions in this section.

Do you self-identify as a woman?

Yes No

Do you self-identify as Indigenous, Métis, or Inuit and/or member of an Indigenous Band/
First Nation?

Yes No

Skills and Experience Identification:

Please review the following skills and experience criteria and self-identify your level of familiarity/competence in each area (using the radio buttons corresponding to each criteria).

Business Acumen

- Expert – Supervise a business for more than 20 years
- Significant Exposure – Supervise a business for more than 10 years
- Some Exposure – Lead a department or division within a business
- N/A – No experience in a leadership role within a business



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Senior Management Experience

- Expert – Lead 30+ staff with accountability for operations in addition to leading staff
- Significant Exposure – Lead 15+ staff
- Some Exposure – Lead at least 1 staff
- N/A – Zero or limited experience supervising staff

Entrepreneurial Experience

- Expert – Started/owned multiple businesses that have grown to 50+ employees or \$10+ million in combined revenue and/or have national or international exposure
- Significant Exposure – Started/owned a business that has grown to 5+ employees or \$1+ million in revenue
- Some Exposure – Started/owned a business that has been in business for 2+ years
- N/A – No experience with starting/owning a business

NSBA Networking

- Expert – Meet and discuss NSBA with members of municipal government or civic leaders
- Significant Exposure – Discuss NSBA with general public other than direct family members
- Some Exposure – Discuss NSBA and decisions with friends and relatives
- N/A – Not involved in discussion of NSBA

Board of Directors Experience

- Expert – On a board for more than 10 years (cumulative, including NSBA)
- Significant Exposure – On a board for more than 5 years (cumulative, including NSBA)
- Some Exposure – On a board for more than 1 year (cumulative, including NSBA)
- N/A – No board experience



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Government Knowledge/Contacts

- Expert – Have lobbied or advocated to government and understand government procedures and processes and/or know high-ranking elected officials
- Significant Exposure – Understand government procedures and processes and/or know several high-ranking elected officials
- Some Exposure – Understand government procedures and processes and/or know a few high-ranking elected officials
- N/A – Unsure of government procedures and processes

HR Expertise

- Expert – Have worked in Human Relations and know the pertinent sections of the Labour Code and corresponding acts
- Significant Exposure – Have dealt with HR guidelines and objectives such as serving on HR/Compensation Committees or dealing with HR issues at work
- Some Exposure – Understand the basics of HR guidelines and objectives
- N/A – Unsure of HR processes and legislation

Communications/PR/Marketing Expertise

- Expert – Have led and devised Communications/PR/Marketing strategies
- Significant Exposure – Have worked in Communications/PR/Marketing and understand strategies for each area
- Some Exposure – Understand the basics of Communications/PR/Marketing
- N/A – Unsure of Communications/PR/marketing processes

Financial Literacy

- Expert – Professional Accounting designation
- Significant Exposure – Understand Financial Statements and ratios
- Some Exposure – Know basic Balance Sheet items
- N/A – Not sure of a financial statement



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Past Volunteer/Board Experience:

Please include a brief summary of past volunteer or board experience including relevant leadership roles. Would you be willing to commit to the possibility of taking a Board leadership role if it became an opportunity at some point in the future?

Past Committee Involvement:

Please include a brief summary of any past committee involvement you may have been involved with.

Agreement:

I, the applicant, certify that I am a representative of a member in good standing, as defined by the NSBA (North Saskatoon Business Association) Bylaw, and agree to allow my name to be placed on the ballot for the office of Director of the NSBA and if elected will fulfill the obligations to the NSBA and its membership. I agree to have my contact information and photo displayed on the NSBA website and in other NSBA publications if elected.

Name:

Date:

Submit by [Email](#) Now

For More Information Please Contact:
Keith Moen, Executive Director
keith.moen@nsbasask.com
(306) 242-3060



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