

MISSION STATEMENT

Building a community of professionals by respecting and supporting individuals, organizations and communities on their journey to management proficiency, professional certification, and self-reliance.

OUR VISION

AFOA Canada is the centre of excellence for Indigenous management, finance and governance.

NOMINATION PROCESS

Deadline for nominations is to be received by:

**Wednesday, September 11, 2019
at 5pm EDT.**

Nominated individuals must send a resume with a letter of acknowledgement confirming their interest in standing for nomination and confirming that they understand the nomination, election and appointment as per By-Law No. 1.

Letter(s) of Support (maximum of two) will be also considered by AFOA.

To nominate an individual or apply, please email, mail or fax information to:

Mr. Terry Goodtrack
President & Chief Executive Officer
AFOA Canada
1066 Somerset Street West
Ottawa, ON K1Y 4T3
Phone: 613.722.5543
Toll free: 1.866.722.2362
Fax: 613.722.3467
Email: tgoodtrack@foa.ca

To view By-Law No. 1 (2014), visit our website www.foa.ca

AFOA Canada is seeking nominees to stand for election for two (2) directors to serve on the Board of Directors. Preferred nominees will demonstrate strong knowledge, experience and excellent representation in the following areas: capacity building; strategic planning; financial management and analysis; networking and partnership building with governments and non-governments; fundraising; delivering professional development programs; self-government issues; and communication and education strategies. This is a voluntary, non-political Board that establishes overall direction for AFOA Canada with meetings being held at least twice in each year at such times and places to be determined by the Board. The term of office for a Director is three (3) years and commences immediately following the elections at the Annual Meeting being held on Wednesday, October 9, 2019 at the TCU Place, 22nd Street East, Saskatoon, SK S7K 0C8.

Please note that, in accordance with AFOA's By-law No. 1, Directors must be AFOA members and must be individuals who are at least 18 years of age. The following persons are not eligible to be a Director of AFOA, those that are:

- found by a court to be of unsound mind.
- bankrupt, or suspends payment or compounds with their creditors.
- no longer a member in good standing of AFOA Canada.

In addition, the Board passed a resolution whereby all directors must have an AFOA Canada certified designation (i.e. CAFM, CAPA or CIL).

*Competencies & Experience attached

In 1999, AFOA was created through a partnership between the Assembly of First Nations and a professional accounting association in Canada. The goal was to raise the financial management skills and standards in Indigenous communities and build the foundation for self-government. AFOA Canada has nine Chapters across Canada with over 1500 members. By certifying individuals, AFOA Canada builds a community of professionals with the skills and knowledge to support indigenous communities in their journey toward economic and social prosperity. These certified programs include the Certified Aboriginal Financial Manager (CAFM) educational program and designation which is tailored to the specific Indigenous context. It is the only one of its kind in the world. There are over 600 CAFMs across Canada. More recently the new Certified Aboriginal Professional Administrator (CAPA) education program and designation was developed for senior managers in Indigenous organizations. For more information about AFOA's program, please contact our Education and Training Department.

AFOA promotes best practices; encourages Indigenous youth to enter into the finance and management professions; provides a forum to share knowledge, experience and best practices; and supports Indigenous accountability and governance efforts.



AFOA CANADA

Bâtir une communauté de professionnels

APPEL DE CANDIDATURES POUR LE CONSEIL D'ADMINISTRATION

ÉNONCÉ DE MISSION

Bâtir des compétences en gestion et forger des liens pour améliorer la gouvernance autochtone efficace, l'administration et l'autonomie.

NOTRE VISION

AFOA Canada est le centre d'excellence, d'information et d'accréditation en matière de gestion autochtone.

PROCESSUS DE MISES EN CANDIDATURE

Les candidatures doivent être reçues avant **Mercredi le 11 septembre 2019, à 17h00** (heure de l'Est).

Les candidats doivent transmettre un curriculum vitae avec une lettre de présentation qui motive leur intérêt à poser leur candidature, qui confirme leur compréhension du processus de mises en candidature, des élections et de la nomination en vertu du règlement n° 1.

Les lettres d'appui (maximum de deux lettres) seront considérées par AFOA Canada.

Pour nommer un candidat ou pour poser votre candidature, SVP acheminez vos documents par la poste ou par télécopieur à :
M. Terry Goodtrack, CPA, CGA, GFAA, AAPA, C. Dir.

Président-directeur général
d'AFOA Canada
1066, rue Somerset Ouest, Ottawa
(Ontario) K1Y 4T3
Téléphone: 613.722.5543
Sans frais: 1.866.722.2362
Télécopieur: 613.722.3467

Courriel : tgoodtrack@afoa.ca

Pour consulter le règlement n° 1 (2014), visitez notre site Web
www.afoa.ca

AFOA Canada est à la recherche des candidats pour deux (2) postes d'administrateurs au sein de son conseil d'administration. Les candidats doivent posséder les connaissances, l'expérience et une excellente représentation dans les domaines suivants : renforcement des capacités, planification stratégique, gestion financière et analyse, réseautage et création de partenariats avec les gouvernements et les organismes non gouvernementaux, collecte de fonds, prestation de programmes de perfectionnement professionnel, questions relatives à l'autonomie gouvernementale et stratégies de communication et de formation. Il s'agit d'un rôle bénévole, apolitique, qui établit l'orientation générale d'AFOA Canada, qui implique des réunions au moins deux fois par année aux dates et lieux à déterminer par le conseil d'administration. La durée du mandat d'un administrateur est de trois ans et débute immédiatement après les élections lors de l'Assemblée annuelle qui aura lieu le mercredi 9 octobre 2019, au TCU Place, 22 St E, Saskatoon, Saskatchewan, S7K 0C8.

Veillez noter que, conformément au règlement no 1 d'AFOA Canada, les administrateurs doivent être membres d'AFOA Canada et doivent être des individus qui sont âgés d'au moins 18 ans. Les personnes suivantes ne sont pas admissibles à siéger au conseil d'administration :

- Personne déclarée inapte par un tribunal.
- En faillite, ou qui suspend ou retarde ses paiements auprès de créanciers.
- N'est plus un membre en règle d'AFOA Canada.

De plus, le conseil d'administration a adopté une résolution selon laquelle tous les administrateurs doivent avoir une désignation (c'est-à-dire être GFAA ou AAPA et DAC).

* Voir le document ci-joint relatif aux compétences et à l'expérience.

En 1999, AFOA Canada a été créé grâce à un partenariat entre l'Assemblée des Premières Nations et une association de comptables professionnels au Canada. Le but était d'améliorer les normes et compétences en gestion financière dans les communautés autochtones et de jeter les bases de l'autonomie. AFOA Canada compte neuf sections partout au Canada avec plus de 1500 membres. Par la certification, AFOA Canada bâtit une communauté de professionnels possédant les compétences et les connaissances pour aider les communautés autochtones dans leur cheminement vers la prospérité économique et sociale. Ces programmes certifiés comprennent le programme de formation de gestionnaire financier autochtone accrédité (GFAA) et cette désignation est adaptée au contexte spécifique des Autochtones. Il s'agit du seul de son genre au monde. Il y a plus de 600 GFAA partout au Canada. Plus récemment, le nouveau programme de formation des administrateurs autochtones professionnels accrédités (AAPA) a été développé pour les cadres supérieurs dans les organisations autochtones. Pour plus d'information sur le programme d'AFOA Canada, veuillez communiquer avec notre secteur de l'Éducation et de la Formation.

AFOA Canada fait la promotion de meilleures pratiques, encourage les jeunes autochtones à entreprendre une carrière dans les domaines de la finance et de la gestion, offre une tribune pour partager des connaissances, des expériences et des meilleures pratiques et soutient les efforts de reddition de comptes et de gouvernance chez les Autochtones.



DIRECTORS ELECTED BY MEMBERS NOMINATION PROCESS

A. General

This policy relates to the appointment of AFOA's Board of Directors. As per By-law No. 1 (2014), the Board of Directors shall be comprised of:

- One (1) Director elected by each Chapter Member; and
- Up to eight (8) Directors elected by the Members.

B. Scope

This policy is based on eight (8) directors elected by the Members.

C. Board Competencies

To serve on the AFOA Canada Board of Directors, directors must have an AFOA Canada certified designation and higher such as an industry professional credential. **(B1606-08)**

The elected Board members will be guided by the following principles and objectives:

- a) Enhancing the quality of AFOA governance and demonstrates competencies and experience as per attached Board criteria.
- b) Augmenting the Board of Directors to include a Chartered Professional Accountant (CPA) representative from CPA Canada to stand for election by members, such representative to be determined by CPA Canada.
- c) Augmenting the Board of Directors to include senior representation from other Aboriginal organizations and institutions that are considered key AFOA partners and/or stakeholders.
- d) Strengthening the Board with representation from senior influential and respected Aboriginal decision-makers and executives.

D. Call to Nominations to Stand for Election

1. Circulate Call for Nominations and Board competencies and experience (See template)
2. AFOA management will coordinate pre-screening – to ensure all information is complete.
3. The Board is to strike a Nominations Committee to review applications as per Terms of Reference (see attachment).
4. The Nominations Committee is to recommend the Board to approve a slate of Member Nominated Representatives to stand for election at the Annual Meeting by the Members.
5. The Call for Nominations and Board criteria will be communicated via electronic mail and the AFOA Canada website.

E. Nomination and Election Process

Any Member may nominate himself/herself or another Member for consideration to be added to the slate of potential Directors eligible for election to fill a vacancy on the Board at the Annual Meeting (the "Member Nominated Representative"). Such nomination must be received by the Board at least thirty (30) days prior to AFOA Canada's Annual Meeting. If, after the review, the Board approves the Member Nominated Representative, the Member Nominated Representative will be added to the slate of Directors eligible for election at the Annual Meeting in accordance with Section 20.2. If, after the review, the Board does not approve the Member Nominated Representative, the Board will confirm the decision in writing to the Member making the nomination, and will provide reasons for their decision.

Within 30 days of the election, the approved slate of potential directors shall be asked to provide a brief bio and photograph to AFOA Canada Administrative staff. This information will be posted on the AFOA Canada website to allow members to read about the nominees before the election is held.



AFOA CANADA BOARD OF DIRECTORS COMPETENCIES AND EXPERIENCE

Conceptual/Innovative Thinking

Develops, articulates and promotes creative approaches to addressing complex issues when leading projects, committees and when discussing issues tabled at the Board.

Demonstrates ability to assimilate, interpret and make decisions on large volumes of complex and conflicting information across a broad range of disciplines and bodies of knowledge that relate to numerous financial and Aboriginal legislation.

Leadership

Demonstrates intellectual leadership in defining the future direction of the AFOA to contribute to the sound management of AFOA and Chapters in promoting and advancing capacity development.

Flexibility

Demonstrates significant flexibility, as the challenge of understanding and appreciating different and opposing viewpoints/perspectives with respect to the viability and desirability of various projects and committees is always evident.

Impact and Influences

Demonstrates awareness of how AFOA policies and decisions affect Aboriginal finance and management and their organizations in building promoting management policies, practices and processes to support and advance capacity development, must be sensitive to various stakeholder needs/agendas; and demonstrates strong persuasive abilities.

Promotes the appreciation and understanding of the role of the AFOA in advancing Aboriginal finance and management.

Listening, Understanding and Responding

Interacts with a diverse set of individuals and groups; provides a clear statement of the Board's position on a broad range of issues.

Demonstrates an understanding of various stakeholder positions based on accurately interpreting all forms of written and oral communication as the basis for distinguishing the specific messages being presented by communities of interest in public forums and individual discussions.

Specific Skills, Knowledge and Experience

Has sufficient knowledge of the federal government, provincial and territorial governments to promote and advance AFOA Canada's strategic direction and operational goals.

Possesses a general understanding of banking, investment and debt management, accounting and financial planning and management.

Has an AFOA Canada certified designation and higher such as an industry professional credential.

Representation

Establishes strategic linkages with First Nations, governments and associations, federal, provincial, territorial and municipal governments, academia and the private sector to promote the understanding and acceptance of the strategic objectives and operational goals of the AFOA Canada.

Working Conditions

It is anticipated that the Board will meet 2 or 3 times a year. Between meetings of the Board, may be required to attend monthly teleconference meetings of committees.