

Board of Director Opportunity Posting

OECEM is a trusted not-for-profit collaborative sourcing partner for Ontario's education sector, broader public sector, municipalities, and other not-for-profit organizations. We contract with innovative, reputable suppliers to offer a comprehensive choice of quality products and services and generate significant savings for our customers. Our offices are based in Toronto.

Our staff of 75 manage over \$500 million of collective spend for over 700 organizations across Ontario with over 70 categories of Products and Services. In 2020, our accumulated customer-spend through OECEM agreements surpassed \$2 billion. OECEM is fast becoming a premier strategic sourcing partner in Ontario's public and not-for-profit procurement landscape.

What We Offer

Savings OECEM provides opportunities for our customers to minimize costs and generate savings and efficiencies on products and services available through our Marketplace.

Choice OECEM offers a wide range of collaboratively sourced and competitively priced products and services, provided by over 100 (and growing) supplier partners, as part of our Marketplace.

Service OECEM promises to deliver service that is consistent, accessible and responsive, supporting our customer-centric service delivery model.

Governance

OECEM's Board consists of 12 Directors elected for three-year renewable terms. We have up to 3 directors who bring education sector experience and a minimum of 9 directors who serve as independents.

We are currently looking to fill **two positions** on the Board with an independent profile.

An **Independent Director** means an individual that:

- has no direct or indirect material relationship with OECEM (i.e., is not a funder, education sector customer, vendor, or employee of OECEM)
- is able to serve without any pre-existing conflict of interest / duty to another organization. All candidates must disclose whether they are a family member of a current OECEM employee or Board Member.

Experience and Qualifications

The ideal candidate is a seasoned professional or corporate director with relevant experience in the private, public or non-profit sectors. A designation from the **Institute for Corporate Directors or from Directors' College** would be an asset and is strongly encouraged of Board members.

To ensure the Board has a reasonable balance of diversity and fresh perspectives, we are also seeking candidates who demonstrate “**advanced**” to “**expert**” knowledge in one or more of the following areas:

- **Human Capital Management**
- **Government Relations / Advocacy**
- **Municipal Sector Experience**

Time Commitment

Board and Committee Meetings

The Board structure consists typically of a minimum of four meetings per year, and Board members may be required to serve on up to two (2) Committees. The Committee structure consists of a minimum of four meetings per year. Board and Committee meetings can be up to three hours in duration. Additional meetings may be added at the discretion of the Board or Committee Chair.

Board Retreat

Board members are also expected to participate in the annual Board Retreat which is conducted in combination with a regular Board meeting. The Retreat is typically held offsite in downtown Toronto and is usually comprised of two half days sessions held over two days.

Meeting Locations

Meetings are usually held at OECD offices (Sheppard & Victoria Park in Toronto) and can be attended in person or via tele/video conference.

Position Term

Candidates will be asked to make a three-year commitment with a maximum board term of nine years starting May 26, 2021.

Board Member Remuneration

Directors of the Board are compensated in recognition of the accountabilities and responsibilities associated with governing OECEM, and in recognition of the time required for Directors to fulfill their duties.

Board members are compensated on an annual retainer basis. The current annual retainer for a Board member is \$14,000 per year. Directors who hold a Board or Committee Chair position are compensated at a higher level in alignment with the additional responsibilities and time commitment required of the position.

Travel expenses are reimbursed as per Board policy.

The Board Remuneration Policy will be shared with qualified candidates selected for an interview.

Diversity and Inclusion

OECEM recognizes and embraces the value of diversity at all levels within the organization, including at the Board level. Diversity has a positive impact on enhancing OECEM's competitive advantage therefore, we encourage people from all backgrounds to apply to our positions. If your experience and skills can be value-added for OECEM please consider applying.

Diversity is an important consideration in identifying and assessing candidates to recommend for nomination or appointment to the Board, in conjunction with a merit-based approach.

To Apply

To apply, please complete the [Candidate Application Package](#). The application deadline is **Monday February 1st, 2021**. Election of the new Board of Directors will occur at the Annual General Meeting on **May 26, 2021**.

For more information and **to apply**, visit us at <https://oecm.ca/about-us/governance/opportunities> .

Please let us know if you require accommodating during this interview process.

Applicants must reside and be legally eligible to work in Canada.