

Your voice can make a difference...



2017 CALL FOR APPLICATIONS FOR APEX BOARD OF DIRECTORS

The APEX Nominating Committee invites applications for vacant positions on the APEX Board of Directors, which is composed of 15 members. These vacant positions are for:

- **One (1) Director from the Prairie and Northwest Territories Region; and**
- **Four (4) Directors from the National Capital Region.**

To further our goal of modernizing APEX to meet the needs of today's Public Service Executives, we are looking for individuals with particular interest and/or experience in the following areas:

- Leadership of transformational change;
- Engagement and communications with a particular emphasis on social media;
- Building and leveraging professional and informal networks;
- Financial oversight; and
- Board governance, including Board leadership positions

APEX Board of Directors composition should reflect the various hierarchical levels that exist within the Executive Group (e.g. - EX, EC, MGT, etc), and also reflect the spirit of diversity referenced in the Employment Equity Act and the Official Languages Act. Newly-appointed Executives are also encouraged to apply.

Assessment of applications and interviews will take place immediately following closing of the poster. Most interviews of applicants will occur July 18 and 19, 2017. References of interviewed candidates will be contacted.

The new board members will assume office for a three (3)-year term following the APEX Annual General Meeting to be held on October 3, 2017.

Serving on the Board offers you the opportunity to:

- ✓ Influence senior decision-makers on issues of interest to executives
- ✓ Expand your professional network
- ✓ Share your talent, insights and skills to advance APEX and its mandate
- ✓ Work with colleagues on issues of mutual interest
- ✓ Broaden your leadership skills and apply key leadership competencies
- ✓ Gain experience in the governance of a not-for-profit organization

THE COMMITMENT OF APEX BOARD MEMBERS

- Attend and participate in Board meetings either in person or via electronic means
- Participate in and promote APEX events
- Chair or be a member of an APEX Board committee

THE APPLICATION PROCESS

To be considered you must be an Executive and a Regular Member of APEX. If you are not a member, please join now at <http://www.apex.gc.ca/en/membership/join-apex.aspx>

Your application package must:

- include a resume, highlighting your employment experience, skills and abilities, and official language skills
- clearly demonstrate how you could contribute to APEX, including relevant experience that will be beneficial to the Association, **and** how your addition to the Board would contribute to the diversity of the Board
- demonstrate why you wish to be a member of the Board of Directors of APEX
- include the names and coordinates of two (2) APEX members who support your nomination
- include the names of three (3) professional references, these can be the same or different from the APEX members who support your nomination

Please send your application package to the APEX Nominating Committee, c/o Jennifer Clark, Executive Assistant to the CEO, by mail or in person at 75 Albert Street, Suite 400, Ottawa, Ontario K1P 5E7 or by e-mail to jenniferclark@apex.gc.ca 5pm (ET) June 16, 2017.

QUESTIONS AND ANSWERS

Q: WHAT IS APEX?

A APEX is the Association of Professional Executives of the Public Service of Canada and is the recognized voice of executives, with a proud tradition of advancing issues affecting executives like compensation, human resources, and health.

Supported by a Chief Executive Officer, a small staff, and Visiting Executives drawn from various federal Departments and Agencies, the Board of Directors provides strategic direction and oversight to the work of the Corporation's staff.

The By-laws of the Corporation can be found at: [APEX - Bylaws](#)

Q: WHAT IS THE COMPOSITION OF THE APEX BOARD OF DIRECTORS?

A The Board of Directors is composed of 15 directors consisting of nine (9) members from the National Capital Region, and one (1) for each of the following regions: Atlantic, Quebec/Nunavut Region, Ontario Region, Prairie/Northwest Territories Region and British Columbia/Yukon Region. One Board position is reserved for an associate member, a former member of the Executive Group (or equivalent) of the Public Service of Canada.

Q: HOW MUCH TIME IS INVOLVED IN BEING A BOARD MEMBER?

A Board members typically attend 6 to 8 meetings per year, including a one day annual planning meeting. Members are requested to come prepared to meetings and actively participate in discussion. Meetings are usually held between 4-6 p.m. Committee meetings are typically held only a few times per year. Events like the Symposium, new EX induction, and the general meeting are all held once a year.

In addition to participating in Board meetings, Board members will be periodically engaged to seek their input, guidance, and leadership on varying topics.

Q: WHAT EXPENSES INCURRED BY BOARD MEMBERS ARE COVERED BY APEX?

A In keeping with the Association's by-laws, Directors and committee members are reimbursed for reasonable expenses they incur in performing their duties as Directors or committee members. This includes expenses such as reasonable travel expenses.

Q: WHAT SKILL SETS DOES THE APEX NOMINATING COMMITTEE LOOK FOR?

A The Nominating Committee is looking for individuals who are energetic and good communicators, who will promote and champion APEX within their organizations and/or region as well as through their professional and informal networks. There is also a need for individuals with significant financial and human resources experience.

An important aspect of APEX's agenda is seeking new ways to reach out to and communicate with the Executive community in an ever-evolving digital world. The Nominating Committee is therefore seeking individuals with experience in marketing and social media.

Board members should be aware of public service wide issues and trends that affect the executive cadre. Experience as a board member for a not for profit organization or association would be an asset, but is not mandatory.

Q: HOW MANY COMMITTEES DOES APEX HAVE?

A There are three permanent committees: the Audit, Governance, and Nominating Committees. The Board may also strike a committee to address a particular issue or initiative.

Q: WHAT IS MY LIABILITY IF APEX IS SUED OR IF LEGAL PROCEEDINGS ARE BROUGHT AGAINST ME AS A DIRECTOR?

A As stated in the Association's by-laws, costs and expenses related to legal action resulting from an act, decision or matters involving a Director in the execution of his/her duties of office are covered by APEX, with the exception of matters involving willful neglect or default.

**For more information on APEX,
visit our website at www.apex.gc.ca**