



## **NOTICE OF Board of Director (2019) POSITIONS:**

# **National Indigenous Trust Officers Association**

### **BOARD OF DIRECTORS**

Applications are being sought from persons interested in participating as a Board Member for NATOA. The NATOA board of directors and nominating team will be appointing two board members for a three-year term commencing that day—May 12, 2019. If we have more than 2 qualified candidates that wish to be on our board it will go to a vote of our NATOA members via ballot on May 12<sup>th</sup> at our AGM in Vancouver, BC

### **About NATOA and its mandate**

NATOA is a charitable organization and is committed to providing the Indigenous Peoples of Canada with the resources and information that will help them efficiently create, manage, and operate trusts as a means to ensure the seven generations yet unborn, can benefit from the goals and dreams of the present generation.

NATOA's goal is to be a highly professional and relevant resource for the Indigenous Peoples in becoming self-sustaining and vital economic communities.

The organizers of NATOA are committed to ensuring that the best possible information on areas relevant to Trusts, such as investing, Trust structures, accounting, tax, management, administration and legal issues is available through an internet-based research library and website.

1. To provide opportunities for development of Indigenous Trust Officers and managers and for the sharing of knowledge among Indigenous communities and their advisors.
2. To develop an accreditation program for Trust Managers and Member Trustees.
3. To engage in advocacy on issues impacting the management and operation of Indigenous Trusts.

As more and more Indigenous governments, organizations and communities establish trusts to hold and manage the funds obtained from their claims (land claims, treaty land entitlement, hydro claims) or business activities, it is critical to ensure these funds are prudently and responsibly managed and that structures are in place to reflect the particular aspirations and objectives of an individual community.

The organization's web site can be found online at [www.natoa.ca](http://www.natoa.ca)

### **Strategic Direction**

Board of Directors are elected to a three-year term, as governed by the NATOA by-laws (Section 5.03). The primary purpose of the board is to provide the following supports and services for our members:

- build capacity;
- encourage and ensure access to Trust related education;



- provide opportunities for development and for the sharing of knowledge among Indigenous communities and their advisors;
- develop an accreditation program for Trust Managers and Member Trustees; and
- engage in advocacy on issues impacting the management and operation of Indigenous Trusts.

#### **NATO will:**

Be accessible by all First Nations, Métis and Inuit; and not replace or duplicate existing government or First Nation programs;

#### **Committees**

The following committees and board have been established by the board of directors:

- 1. Education Committee**
- 2. Advisory Board**
- 3. Reconciliation and Responsible Investment Committee**

*Directors may choose to establish further committees.*

#### **Board Responsibilities and Accountabilities**

The Board is accountable to members to ensure the following:

1. Provide continuity for the organization by setting up a corporation or legal existence, and to represent the organization's point of view through interpretation of its programs and services, and advocacy for them;
2. Select and appoint a President to whom responsibility for the administration of the organization is delegated, including: to review and evaluate his/her performance regularly on the basis of a specific job description, including executive relations with the board, leadership in the organization, in product/service/program planning and implementation, and in management of the organization and its personnel;
3. Govern the organization by broad policies and objectives, formulated and agreed upon by the board of directors, President and employees, including to assign priorities and ensure the organization's capacity to carry out products/services/programs by continually reviewing its work;
4. Acquire sufficient resources for the organization's operations and to finance the services/programs adequately;
5. Account to the Members for the programs and services of the organization and expenditures of its funds, including:
  - a. To provide for fiscal accountability, approve the budget, and formulate policies related to contracts from public or private resources; and
  - b. To accept responsibility for all conditions and policies attached to new, innovative, or experimental products/services/programs.



## Major Responsibilities of Board of Directors

**In order to meet the above accountabilities, board members need to be prepared to conduct the following activities and principles:**

- Determine the NATOA's Mission and Purpose;
- Annually or as needed, elect the President, Chair, Vice-Chair, Treasurer, Secretary and Committee Chairs;
- Support the President and periodically review his or her performance;
- Ensure effective organizational planning;
- Ensure adequate resources;
- Manage resources appropriately and effectively;
- Determine and monitor NATOA's services and programs objectively and professionally;
- Enhance the NATOA's public image;
- Serve as a court of appeal, if and when needed;
- Objectively assess the boards performance with a view to strengthening the board governance and performance;
- Generate revenue to assist with growth & development;
- Set a standard for education regarding Trusts and Investments; and
- Board committees:
  - ensure appropriate board orientation and ongoing professional behaviour occurs at the committee level;
  - articulate roles and responsibilities for board, committees, chair, individuals;
  - define board process and guidelines, evaluate board, committees, directors and chair; and identify potential director competencies and incompetency's

In addition, most board members serve on a board committee or sub-committee and meet on a quarterly basis or as needed. Board members should also be willing to attend various organizations functions.



## **NATOA Eligibility Requirements**

Applicants must meet the following eligibility requirements:

1. Have experience in Indigenous business, employment and training and/or community trust development;
2. Be willing and prepared to attend 12 regular conference calls and up to 2 in-person meetings annually;
3. Actively Participated on a committee with NATOA for at least 6 months;
4. Be willing to Participate in sub-committees of the NATOA Board;
5. Be willing to contribute to the growth and development of NATOA; and
6. Be an active member of NATOA

**If you meet all the requirements you will be put forth as a potential board of director at our AGM on May 12<sup>th</sup>, 2019.**

### **Application Process**

The deadline for interested applicants to submit a resume, cover letter stating their qualifications and reason why they want to be on the board with the nominating members name by 4:00 PM EST on April 15<sup>th</sup>, 2019.

### **Nominations from the floor will not be accepted**

Please submit either by mail or email to:

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National Indigenous Trust Officers Association  
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RR6  
Hagersville, ON  
N0A1H0  
[chair@natoa.ca](mailto:chair@natoa.ca)