

AMSC Board Member Recruitment



Opportunity Profile – AMSC Member Representative Director

About ABmunis

The Association of Alberta Municipalities (ABmunis) is a not-for-profit association, that was founded in 1905 and represents Alberta's 265 urban municipalities including cities, towns, villages, summer villages, and specialized municipalities, as well as Associate and Affiliate members.

ABmunis is a dynamic and evolving association which represents and advocates the interests of all Regular members to both the provincial and federal governments as well as other provincial and federal organizations.

The mission of the ABmunis is to provide leadership in advocating local government interests to the provincial government and other organizations and to provide services that address the needs of its membership. ABmunis vision is to be trusted and valued by the membership and to be viewed as the voice for urban municipalities in Alberta.

ABmunis has been providing aggregated services to its members since the 1960s. To ensure they continued to meet the needs of their membership, ABmunis evolved into two separate legal entities on January 1, 2005. ABmunis continues its advocacy role of members to the provincial and federal orders of government while the established AMSC provides for the development, coordination, and delivery of services to the member municipalities, their employees, and the associate members.

About AMSC

Through its wholly owned subsidiary, the Alberta Municipal Services Corporation (AMSC) has developed a range of solutions-based services designed to meet the needs of the municipalities including property and casualty insurance, pension plans and savings plan for municipal staff and elected officials, employee benefit services, utilities including electricity and natural gas, short-term investment options for municipalities, Managed IT and Cyber Security. In addition, AMSC monitors and influences government legislation, programs, and policies that impact services. AMSC helps keep municipalities aware of business trends and best practices that have the potential to improve local government.

AMSC Vision - AMSC is the leader in providing innovative business solutions to municipalities and community organizations.

AMSC Mission Statement - AMSC provides competitively priced, quality services for municipalities and community organizations to enhance their stability and capacity.

THE OPPORTUNITY

The AMSC Board sets the direction and priorities and establishes terms of references for committees, which report to the Board. The Board is responsible for:

- Governing the Corporation
- Adoption of the strategic plan, business plan and budget for the Corporation
- Governing shared services programs of the Corporation
- Adoption of a process for assessing the effectiveness of the board as a whole and the committees of the board
- Approving new business opportunities
- Adoption of a risk mitigation strategy which identifies the principal risks of the Corporation's business and appropriate systems to manage these risks
- Conducting an annual performance appraisal of the Chief Executive Officer

BOARD COMPOSITON

The AMSC Board is comprised of:

- a. Directors from the Shareholder's board of directors;
- b. Member Representatives Directors; and
- c. External Representatives-Directors (subject matter experts).

Appointment is for a fixed term of up to 3 years, with the potential of re-appointment of 2 additional terms based on satisfactory performance.

MEETINGS

There are approximately 5 board meetings per year and orientation. Time commitment is 8-10 hours per meeting. They are scheduled as follows:

- February 19, 2025
- May 7, 2025
- August 20-21, 2025 (Includes strategic planning session)
- October 29, 2025
- December 17, 2025

Orientation will be provided in January/February 2025

THE PERSON

QUALIFICATIONS

Alberta Municipalities seeks committed Board members with high ethical standards and an interest in the long-term best interests of the Association and its members. The successful candidate will be a person of integrity, respected by their peers, with an outstanding, successful, and proven track record in their respective professions. They will have demonstrated the following experience and understanding of the following:

- Governance
- Leadership ability and successful business/municipal experience
- Excellent analytical and timely decision-making skills – the ability to analyze complex information and make solid business decisions, and
- Well-developed communication skills.

COMPENSATION

Honoraria will be provided as per the approved AMSC Policy FM003.

FOR INFORMATION, PLEASE CONTACT

Rosa Bruno

Senior Director, Corporate Planning and Governance

(780) 691-1134

rosa@abmunis.ca



Alberta Municipalities Strength In Members

Connect

300, 8616 51 Avenue
Edmonton, AB T6E 6E6
780.433.4431 ■ 310.MUNI

abmunis.ca

