

WiN Canada Election – Vice President Description

Vice President Accountabilities:

- Contribute in a substantive way to strategic planning and development of opportunities for Board members to promote the organization.
- Lead the development and execution of specific initiatives from the strategic plan.
- Represent WiN Canada in the President's absence. This includes chairing board meetings, being a media spokesperson and attending industry and WiN-specific events.
- Step into the role of President should the current President be unable to continue in their role.
- Note: The President is appointed by the Board (bylaw 5.1). It is the goal for the Vice President to succeed the current President, however appointment is not guaranteed.

Duties and Responsibilities of EACH member on the Board of WiNCanada:

- Exercise good judgment, act with integrity and demonstrate high ethical standards.
- Use her or his abilities, experience and influence fully and constructively.
- Be an active participant on the Board, sharing their, experience and time.
- Respect confidentiality.
- Advise the Board of any potential conflict areas.
- Advise the President/Board of any changes in circumstances that might affect the member's ability to function effectively as a member of the Board.
- Maintain an excellent attendance record of Board meetings and special events and come prepared to the meetings.
- Participate fully and frankly in the deliberations and discussions of the Board and speak as one voice after the Board has taken a decision.
- Be an effective ambassador and representative of WiN.
- Prepare for, attend, and conscientiously participate in board meetings.

Term Length: 2 years

Time Commitment: On average, approximately 10+ hours/month, not including attendance at conferences, other events.

REQUIRED COMPETENCIES

Required Competencies: applicable to all board members:

1. Leadership: Demonstrated leadership skills and competencies required for board function.
2. Ambassador: Demonstrates good communication and credibility required to be an ambassador for the nuclear industry.
3. Communication: Listens, processes, and understands what others say and can clearly get her / his message across.
4. Managing Conflict: Works through conflicts with people to seek resolution.
5. Creativity and Initiative: Goes beyond current thinking to seek new perspectives and different, effective ways to meet board and organizational goals.
6. Performance: Concentrates on activities necessary to achieve board and organizational goals.

7. Managing Change: Makes the ongoing change process as engaging, effective and positive as possible.
8. Feedback: Objectively acknowledges own mistakes, learns from them and acts to correct them.
9. Time Management: Continuously works toward goals in a focused manner to meet agreed deadlines.
10. Decision-Making: Supports decisions made by the board.
11. Environment: Creates a healthy board environment through example.
12. Board Participation: Participates co-operatively as part of an integrated group towards a central goal.
13. Ethics and Values: Acts in line with an appropriate and effective set of core values and beliefs for WIN Canada.

Specific Competences applicable to the position of Vice President:

14. Leadership: Effective coach and mentor with a passion for the nuclear industry and the professionals who contribute to its success.
15. Ability to mobilize volunteers and gain the support of senior decision makers.
16. Resourceful and positive, with the ability to have difficult conversations when necessary.
17. Able to influence, inspire, motivate and energize the board and WiN-Canada members to achieve the strategic plan.
18. Demonstrates high levels of integrity, sound judgment and a capacity to think both tactically and strategically. Supports teamwork by creating and fostering an open and collaborative environment to achieve WiN Canada's mission.
19. Able to reinforce the importance of individuals executing their assigned team roles and challenge those who do not meet their commitments.
20. Collaborative problem solver.
21. Demonstrates a visible presence within the Chapters and at Board level.
22. Able to effectively communicate decisions, feedback and changes in priorities.
23. Able to write clear and succinct messages and be effective in a variety of formal presentation settings within the industry and external to the industry.