



Call for Expressions of Interest for Nominations to the Board of Directors

Deadline: April 25, 2024

The Tofino Housing Corporation seeks up to three Directors to join our Board. The Tofino Housing Corporation is a private corporation, owned in full by the District of Tofino, with a purpose of providing affordable and attainable housing to Tofino residents and employees. The THC Board of Directors provides a governance role for the corporation and oversees the management of its business and affairs. Currently, the Board comprises three elected officials and two District of Tofino staff members, and employs one part-time Executive Director.

Since 2017, THC has been actively involved in evaluating and pre-planning for residential rental and ownership housing projects, and is currently active in four projects:

- Development of 73 non-market units under lease-land with our partner developer.
- Development of 8 rental units for essential workers in the regional with partners.
- Development of 20+ non-market units/leased-home ownership with our partner(s).
- Managing the sale of Tofino's first price-restricted, resident-restricted home.
- Managing non-market rental units and leased-home ownership units.
- Partnership with regional First Nations and local governments for non-market housing related development.

Please visit www.tofinohousingcorp.ca for more information on Tofino Housing Corporation activities.

Information for Potential Candidates:

Affordable housing is a challenge in Tofino, and participation as a Board member is an opportunity to make an important contribution to the residents and economy of Tofino and surrounding region. Before offering or agreeing to be nominated for the Board, potential candidates are requested to consider the following:

1. The Board meets bi-monthly (five to six times a year) in Tofino. Typically, meetings are two to three hours long and take place on a weekday.
2. Telephone or other electronic participation is permitted, but physical attendance is preferred for regularly scheduled meetings.
3. Directors are appointed for one-year term.
4. The District of Tofino's municipal travel and expense policies will guide the reimbursement of Directors for out-of-pocket expenses incurred for travel to and attendance at Board meetings for non-resident Directors; however, Directors are not remunerated for their participation as a Board member.

Qualifications:

Persons nominated as a director must be qualified as required by the Business Corporations Act to become, act or continue to act as a director.

The THC welcomes a diversity of voices, experience and perspectives at the Board table in order to deliver our mandate. The THC seeks Directors who:

- have as strong commitment to principles of attainable and affordable housing;
- have a strong commitment to the community of Tofino;
- have relevant experience;
- are innovative thinkers; and
- have demonstrated interest and/or experience working on boards.

Further, the Tofino Housing Corporation specifically seeks Directors with a demonstrated background and interest in the following areas:

- Real estate and land development. This may include (but is not required) interest/experience in social purpose real estate, construction, legal, and others.)
- Indigenous relationship experience
- Non-profit organization experience
- Property Management (non-market experience strongly valued).
- Community Engagement or Community Development.
- Employer in Tofino with experience in housing issues.
- Resident in Tofino with experience above strongly valued.
- Indigenous residents in the region strongly valued.

Residency in Tofino is not required.

How to Submit:

Potential candidates are asked to submit:

(1) Name and contact information,

(2) A brief CV or resume including relevant education, background and experience

(3) A brief statement or letter (up to 500 words) about why they are interested in serving on the Board and what skills and interest they will bring to the THC.

Expressions of Interest will be evaluated by the Tofino Housing Corporation Board of Directors and recommendations made to Tofino Council. Short interviews may be requested. All appointments to the Board are made by Tofino Council.

Please submit documents (PDF preferred) via e-mail to Kelly Lin (Executive Director) at

Tofinohousingcorped@tofino.ca by Friday April 25, 2024

For more information, please contact:

Kelly Lin, Executive Director of Tofino Housing Corporation

Duncan McMaster, Chair of Tofino Housing Corporation Board