

Board Resourcing and Development Office
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The Community Living British Columbia Board of Directors will have a position open for an adult who lives with a developmental disability starting January 2024

The skills and experience needed for this position include:

- knowledge of issues facing adults living with a developmental disability and the self-advocacy community in British Columbia;
- ability to communicate about issues at board meetings;
- knowledge and lived experience accessing Community Living BC supports;
- ability to work independently and as a team;
- ability to participate in long meetings;
- experience as a member of a Community Council, or non-profit board or local committee;
- experience working with others who share goals and issues of importance;
- experience in working with others to help build more inclusive communities;
- understand the importance of and what is involved in developing personal support networks for adults who live with a developmental disability;
- understand the importance of and what is involved in creating employment opportunities for adults who live with a developmental disability;
- ability to speak to groups of people;
- ability to listen to and be respectful of different ideas and perspectives.

The following is important information to understand for anyone interested in applying for this position.

Who is Community Living BC?

- Community Living British Columbia (“CLBC”) was created in 2005.
- It was created by family members, self advocates, government and community

partners who wanted a new way to supporting people with developmental disabilities.

- It is a Crown corporation that is responsible to the provincial government through the Minister of Social Development and Poverty Reduction
- CLBC follows the *Community Living Authority Act* (the “CLAA”) to provide a range of supports and services that meet the disability-related needs of eligible adults with developmental disabilities and their families throughout British Columbia.
- CLBC works to create communities where people with developmental disabilities have more choices about how they live, work, and contribute.
- The CLBC vision is “Communities of belonging, lives with connection”.
- The annual budget is over \$1 billion.
- There are over 700 CLBC staff. There are 35 regional offices throughout the province.
- CLBC contracts with over 4,800 not for profit, private agencies, person centred societies and individual caregivers to provide family support, residential and community inclusion services, life skills and employment support to over 25,000 individuals.
- To learn about the current CLBC goals and 2022-2025 strategic plan visit [CLBC Strategic Plan - 2022 to 2025 - Community Living BC](#)

What is the role of the CLBC Board?

The CLBC Board oversees and governs the work of CLBC as set out by the provincial government. This includes responsibilities like:

- approving CLBC’s strategic plan and goals;
- approving how CLBC spends the annual budget provided by the provincial government;
- making sure there is a way to know if the services and supports provided by CLBC make a difference in the quality of life of individuals served;
- overseeing the overall way that CLBC does its work;
- reviewing anything that might be a risk to the work of CLBC;
- making sure there is a plan in place for the right people to lead the work of CLBC.

How does the CLBC Board do its work?

Who is on the Board?

- CLBC Board members are appointed by the Minister of Social Development and Poverty Reduction.
- Currently, the Board has 11 members.
Each Board member is chosen because of particular skills and experience they bring in order for the Board to do its work. For example - different Board members have skills in the areas of finance, law, communication, human resources, lived experience and issues affecting the people CLBC serves. The Board always has 2 self-advocate members who are eligible for support from CLBC.

How long are members on the Board for?

- Board members are appointed to serve to a term of anywhere from one to three years, typically ending with the calendar year (December 31st), and can serve a maximum of two consecutive terms.

How often does the Board meet? What is the time commitment for Board members?

- The Board meets four (4) times per year, generally during the months of February, May, September, and November. Additional meetings may be called at the request of the Board Chair if necessary.
- Meetings run a full day from approximately 9 am - 4 pm.
- Meetings take place at CLBC Head Office, 1200 West 73rd Avenue, 7th Floor, Vancouver. Or they can be done by video conference if it is not possible to meet in person.
- The Board has three Committees that each member participates on at least one. These are: 1. Finance and Audit; 2. Service, Quality and Performance; and 3. Governance and Human Resources.
- Committee meetings typically occur virtually a week before the Board meeting.
- When possible, board members also participate in board tours throughout the province up to twice per year. During these tours, Board members meet with CLBC staff, Community Council members, service providers, and other stakeholders.
- In addition, Board members also meet once per year for a full day meeting with the CLBC's Indigenous Advisory Committee and Provincial Advisory Committees made up self advocates and family members.

What are the responsibilities of CLBC Board members?

- Understand the mandate and work of CLBC as set out by the provincial government;
- Work respectfully with fellow Board members to review and oversee the work of CLBC;
- Attend and actively participate in scheduled Board and Committee meetings and Board tours;
- Review information and prepare for Board meetings ahead of time;
- Understand the Board's responsibility to the public and the taxpayer;
- Keep an open mind to ideas that might be different from your own;
- Make sure there are no conflicts of interest between the work of the Board and your work outside of the Board;
- Ability to fulfill the time commitment required to carry out responsibilities of being a Board member;
- Work together to make sure all Board members feel welcome and included and have an equal voice on the Board.

What support is available to Board members?

All Board members share the responsibility of making sure each other feels welcome and supported. In addition, there are two other CLBC staff available to support Board members.

1. *CLBC Board Liaison*- helps prepare and send information to Board members before meetings, takes minutes during meetings, and helps with booking and arranging travel.
2. *CLBC Community Engagement Lead*- meets with and gets to know new Board members who live with a developmental disability to understand what kind of support would work best for them. Support may include things like reviewing information before meetings, preparing plain language notes, answering questions and being available as a resource throughout their Board term.

Do CLBC Board members get paid?

- All Board members are paid \$7,500 for each year they serve on the Board.
- All Board members are paid an additional \$500 for each full day meeting they attend.
- If a Board member is also the Chair of the Finance and Audit Committee they receive an additional \$3000 a year.

- If a Board member is also the Chair of the Service, Quality and Performance or Governance and Human Resources Committee they receive an additional \$2000 a year.

Who is on the CLBC Board now?

| Board Member | First Appointed | Term Ends | Occupation |
|------------------------|------------------------|------------------|--|
| Michael Prince (Chair) | 2018-07-01 | 2024-06-30 | Professor – University of Victoria |
| Kathy Bright | 2018-12-31 | 2023-12-31 | Independent Director, Educator and Consultant |
| Alain LeFebvre | 22-10-17 | 2025-10-17 | Retired Office Managing and Audit Partner, Chartered Professional Accountant |
| Patti Sullivan | 2018-12-31 | 2024-12-31 | Consultant, Strategy & Governance, Independent Director |
| Stephen Lee | 2022-12-31 | 2025-12-31 | CEO |
| Marnie Larson | 2018-12-31 | 2024-12-31 | CEO |
| Julia Payson | 2018-12-31 | 2024-12-31? | Non-Profit Executive |
| Simon Philp | 2018-12-31 | 2024-12-31 | Commercial Banker |
| Joely Viveiros | 2019-12-31 | 2022-12-31 | Audiologist |
| Amber Rainshadow | 2021-08-01 | 2024-07-31 | Self-advocate working on behalf of individuals with disabilities and those living with Fetal Alcohol Spectrum Disorder |
| Corey Walker | 2022-04-22 | 2025-04-22 | Disability Services Employment Coach and Autistic Self Advocate |

CLBC Executive Team:

Ross Chilton, Chief Executive Officer
 John Stinson, Vice President, Regional Services and Innovation
 Henry Chen, Vice President, Finance and Chief Financial Officer
 Karen Mackay, Vice President, People and Culture
 Joanne Mills, Vice President, Quality Services and Indigenous Relations

Sara Miller, Vice President, Information, Technology and Project Services
Randy Schmidt, Vice President, Governance and Communications

How can I apply for this position?

Process for Submitting Expressions of Interest

Click "Apply Online Now" to be considered for this opportunity. For more information on the board, refer to the Crown Agencies and Board Resourcing Office website (gov.bc.ca/cabro) or the CLBC website (clbc.ca).

Should you wish to have additional support in filling out your application, a CLBC staff member is available. Please contact Catriona.Johnson@gov.bc.ca or call 250-818-4486

Click "Apply Online Now" to be considered for future opportunities. For more information on the board, refer to the Crown Agencies and Board Resourcing Office website (gov.bc.ca/cabro).

British Columbia Appointment Guidelines

Appointments to British Columbia's public sector organizations are governed by written appointment guidelines. For more information about the appointment process, and to view a copy of the guidelines, refer to the Crown Agencies and Board Resourcing Office website (gov.bc.ca/cabro).

Should you have any additional questions, please contact the CLBC Board Liaison at Padminnee.Chundunsing@gov.bc.ca