



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 April 2021.**

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 above 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 “Lives filled with possibilities in welcoming communities”.
- The annual budget is over \$1 billion.
- There are 550 CLBC staff. There are 35 regional offices throughout the province.
- CLBC contracts with over 3,500 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 23,000 individuals.
- To learn about the current CLBC goals and 2017-2020 strategic plan visit <https://www.communitylivingbc.ca/wp-content/uploads/Updated-CLBC-Strategic-Plan-2017-2020-Final.pdf>

## **What is the role of the CLBC Board?**

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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?**

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### ***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 1 -2 self-advocate members.

### ***How long are members on the Board for?***

- Board members are appointed to serve on the board for up to a 3-year term.
- Board members can be appointed to serve a second term, up to a maximum of 6 years total service on the board..

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

- The Board meets five (5) times per year, generally during the months of January, March, 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 Headquarters, 1200 West 73rd Avenue, 7th Floor, Vancouver. Or they can be done by video conference if it's 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. Quality and Service; and 3. Governance and Human Resources.
- Committee meetings typically occur the day before the Board meeting, but this may change going forward.
- 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 Provincial Advisory Committee that is made up self advocates and family members.

## **What are the responsibilities of CLBC Board members?**

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- 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?**

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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 Self Advocate Advisor*- 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?**

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- 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 Quality and Service or Governance and Human Resources Committee they receive an additional \$2000 a year.

## Who is on the CLBC Board now?

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<b>Board Member</b>	<b>First Appointed</b>	<b>Term Ends</b>	<b>Occupation</b>
Michael Prince (Chair)	2018-07-01	2021-07-01	Professor – University of Victoria
Jake Anthony	2018-12-31	2021-12-31	Actor, Inclusive Acting Instructor and Advocate for Persons with Disabilities
Onkar S. Biring	2014-10-20	2021-04-13	Motivational speaker and member of CLBC Community Council
Kathy Bright	2018-12-31	2020-12-31	Independent Director, Educator and Consultant
Barbara Carle-Thiesson	2016-08-14	2022-08-14	Chartered professional accountant
Nelson Chan	2018-12-31	2020-12-31	CFO
Marnie Larson	2018-12-31	2021-12-31	CEO
Julia Payson	2018-12-31	2021-12-31	Non-Profit Executive
Simon Philp	2018-12-31	2021-12-31	Commercial Banker
Patti Sullivan	2018-12-31	2021-12-31	Consultant, Strategy & Governance, Independent Director
Joely Viveiros	2018-12-31	2021-12-31	Audiologist

### **CLBC Executive Team:**

Ross Chilton, Chief Executive Officer

Henry Chen, Vice President, Finance and Chief Financial Officer

Jack Styan, Vice President, Strategic Initiatives

Joanne Mills, Executive Director, Indigenous Relations

John Stinson, Vice President, Regional Operations

Megan Tardif, Executive Director, Quality Assurance

Randy Schmidt, Executive Director, Communications & Stakeholder Relations

Sara Miller, Vice President, Corporate Services

## How can I apply for this position?

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### **Process for Submitting Expressions of Interest**

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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](http://gov.bc.ca/cabro)) or the CLBC website ([www.communitylivingbc.ca](http://www.communitylivingbc.ca)).

Should you wish to have additional support in filling out your application, a CLBC advisor is available. Please contact Jessica Humphries at 778-679-2691.

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](http://gov.bc.ca/cabro)).

### **British Columbia Appointment Guidelines**

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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](http://gov.bc.ca/cabro)).

*Should you have any additional questions, please contact the CLBC Board Liaison at [donna.nordmann@gov.bc.ca](mailto:donna.nordmann@gov.bc.ca)*