



APPOINTMENT OPPORTUNITY

Director (appointed on the recommendation of users - Part-time)

The Port of Saguenay is the only public port in the Saguenay-Lac-St-Jean area. It is a port recognized for its strategic importance to the country's trade and economy. This international seaport, which is one of the economic development engines of the Saguenay-Lac-St-Jean community, is also part of the essential infrastructures of the municipality and the region and generates several hundred jobs. It is an element of Canada's transportation infrastructure and offers a marine gateway to global markets.

The Board of Directors comprises representatives from the federal, provincial and municipal governments, as well as user groups, and is broadly responsible for setting the strategic direction for and overseeing the conduct and operations of the Port Authority. The Board of Directors appoints the Port Authority's Chief Executive Officer, monitors management's performance and ensures internal controls are in place to manage risks associated with the Port Authority's business and ensures protection of the Port Authority's finances and accuracy of financial reporting.

Further details about this organization and its activities can be found at <http://www.portsaguenay.ca>.

Candidates must apply online by **April 23, 2018**, at ladirection@portsaguenay.ca. Your cover letter should be addressed to Mr. Carl Laberge, General Manager and CEO.

Official Languages and Diversity

The Government of Canada will consider bilingual proficiency and diversity in assessing candidates for this position. You are therefore encouraged to include in your online profile your ability to speak and understand your second official language. Preference may be given to candidates who are members of one or more of the following groups: women, Indigenous peoples, disabled persons, and members of visible minorities.

To be considered for this position, please provide concrete examples from your career that clearly demonstrate how you meet the following requirements in your application:

Education and Experience

- A degree from a recognized university in a relevant field of study, or an acceptable combination of equivalent education, job-related training or experience;
- Experience serving as a member of a board of directors for a public or private sector organization or as a senior executive answerable to stakeholders in the public or private sector;
- Experience in implementing modern corporate governance principles and best practices in a culture of accountability and transparency;

- Experience in managing human and financial resources;
- Experience in the transportation sector or business community (preferably marine); and
- Experience in one or more of the following areas: project management; engineering; marine or rail transportation; public relations; law; communications; community relations; stakeholder engagement.

Knowledge, Skills and Abilities

- Knowledge of the mandate and business activities of the Saguenay Port Authority and a good understanding of the legislative environment in which it operates;
- Knowledge of corporate governance and best practices;
- Knowledge of human resources management;
- Financial literacy;
- Knowledge in one or more of the following areas may be required:
 - operation of a port;
 - international trade;
 - law;
 - project management practices;
 - accounting designation, finance, business administration, commerce or economics;
 - real property management and strategic planning;
 - information technology and cyber security in a marine environment; and
 - innovation.
- Ability to anticipate emerging issues and lead organizational change;
- Ability to develop effective working relationships with other Board members, the Port Authority's business partners and stakeholders; and
- Superior communication skills, both written and oral.

Language Proficiency

Proficiency in both official languages would be preferred.

*If you move on to the next stage of the selection process, we could contact your references to verify how you have demonstrated the Experience requirements and the following **Personal Attributes** in your current and recently held positions:*

- Sound judgment;
- High ethical standards and integrity;
- Superior interpersonal skills;
- Tact and diplomacy; and
- Strategic thinker.

Eligibility Factors and Conditions of Employment

In your application, it will be important that you confirm you meet the following requirements:

- The *Canada Marine Act* stipulates that the following individuals may not be directors of a Port Authority (statutory):
 - (a) an individual who is a mayor, councilor, officer or employee of a municipality mentioned in the letters patent;
 - (b) an individual who is a member of the legislature of a province, or an officer or employee of the public service or of a Crown corporation of a province, mentioned in the letters patent;
 - (c) a Senator or a member of the House of Commons;

- (d) an officer or employee of the federal public administration, a federal Crown corporation or a port authority;
 - (e) an individual who is not a resident Canadian, as defined in subsection 2(1) of the [Canada Business Corporations Act](#);
 - (f) an individual who is a director, officer or employee of a person who is a user of the port;
 - (g) an individual who is under eighteen years of age;
 - (h) an individual who has been declared mentally incompetent by a court in Canada or elsewhere; or
 - (i) an undischarged bankrupt.
- You reside in Saguenay or within reasonable commuting distance. Applications will also be considered from candidates who have indicated willingness to move to within a reasonable commuting distance to Saguenay.
 - You must be willing to participate in a schedule of Board of Directors meetings as stipulated by the Port Authority, as well as any requirements for participation in sub-committees, annual general meetings or other such duties as may be required.

If you are appointed to this position:

You must comply with the *Ethical and Political Activity Guidelines for Public Office Holders* throughout your appointment, as a term and condition of employment. The guidelines are available on the Governor in Council Appointments Web site, under "Reference Material" at [http://pm.gc.ca/eng/news/2015/11/27/open-and-accountable-government#Ethical and Political Guidelines](http://pm.gc.ca/eng/news/2015/11/27/open-and-accountable-government#Ethical_and_Political_Guidelines).

You will be subject to the *Conflict of Interest Act*. For more information, please visit the Office of the Conflict of Interest and Ethics Commissioner's Web site at <http://ciec-ccie.parl.gc.ca/EN/Pages/default.aspx>

A roster of qualified candidates may be established and may be used for similar opportunities.