



The Calgary West Central Primary Care Network (CWC PCN) has approximately 500 member physicians working in over 132 medical practice locations. Many of these physicians work closely with PCN allied health professionals, including Behavioural Health Consultants, Nurses, Patient Care Coordinators and Social Workers.

PLEASE NOTE: Applications must be submitted via email at board@cwpcn.com.

EXTERNAL DIRECTOR (3-year term)

The Board of Directors is the legal authority for the Calgary West Central P.G. Co. (CWC P.G. Co.), a not-for-profit corporation comprised of community-based physician members. Through a joint venture with Alberta Health Services, the CWC P.G. Co. operates the Calgary West Central Primary Care Network, a healthcare organization supporting family physician members and their patients, primarily located in the southwest of Calgary.

RESPONSIBILITIES

The CWC P.G. Co. is seeking to appoint a volunteer External Director to its Board. This individual would provide a voice from the community and represent the general public in Board discussions and decisions. The primary purpose of the External Director is to bring objective scrutiny and independence of thought. The External Director is to be thoughtful in their approach and offer considered advice based on sound judgement, independence, courage, integrity and constructive diplomacy. They will understand their uniqueness of experience and perspective and will have a style of communication that enables them to influence without appearing dictatorial.

Activities Associated with Being a Member of the Board

- Preparation for and attendance at monthly Board meetings, meetings of assigned committees, Annual General Meeting (AGM) and other meetings of the membership.
- Attendance at the annual Strategic Board Planning Retreat.
- Review of the organization's articles and policies and recommending any changes as appropriate; monitoring compliance with Board policies.
- Participation in Board evaluation processes.
- Review of annual and semi-annual budget, business plans, business plan amendments, and significant organizational expenditures and/or commitments.
- Actively developing and maintaining positive relations among the Board, committees, staff members and community to enhance the mission.
- Participation in discussions and decisions on matters of strategy, policy, finance, programs, personnel and advocacy.

QUALIFICATIONS

Knowledge and skills in one or more areas of Board governance (e.g., policy, finance, programs, personnel and/or advocacy) would be required. As a member of the Board, this External Director will act in a position of trust for the organization's membership and the community and will be responsible for making positive contributions toward the effective governance of the organization. All directors have a legal duty to act in the best interest of the corporation.

Experience

- Sophisticated understanding of not-for-profit financial and legal governance issues.
- Experience and understanding of the clear distinctions between the role of the Board and that of the Executive Director and staff of the organization.
- Leadership experience in the community.



Key Characteristics

- Ability to build trusting relationships with fellow Board members and senior staff.
- Passionate about not-for-profit work with a clear, creative and visionary approach.
- Able to commit to be fully engaged and work between meetings to keep fully informed.
- Commitment to the principles of policy governance focusing on fiduciary, strategic and generative issues.
- Positive and constructive contributions in meetings and interacting with others courteously, respectfully and free of animosity.
- Possess sophisticated, thoughtful communication skills, emotional intelligence and independence of thought.
- Ability to balance strong viewpoints with a supportive style in the boardroom.
- Commitment to the work of the organization, adherence to Board policies and maintenance of confidentiality of Board business.

HOW TO APPLY

Please submit your application via email at board@cwpcpn.com.

Only submissions received with the following two (2) documents will be considered:

1. Cover letter
2. Resume

We thank all applicants for their interest; however, only shortlisted candidates will be contacted.