Board of Directors Call for Nominations

The Whistler Chamber of Commerce (the "Chamber"), in accordance with the Chamber's bylaws, is opening the nomination period for candidates with established business, finance and leadership experience, to join its Board of Directors commencing in December 2026.

The Whistler Chamber is governed by an 11-person Board of Directors, each with a one-year term. All incumbents have expressed a desire to continue serving the Whistler Chamber. We welcome nominations from any member in good standing.

This recruitment brief provides information regarding the opportunity and selection criteria to serve as a director of the Chamber. The Chamber Board of Directors ("Board") charts the strategic direction of the Chamber as a governance board. Each director is expected to actively participate on at least one committee.

OVERVIEW OF THE WHISTLER CHAMBER OF COMMERCE

The Whistler Chamber of Commerce is a not-for-profit voluntary organization of Whistler businesses and associations with a 60-year history in supporting local commerce and enhancing visitor experience.

Over time, the Chamber has re-assessed its mandate and purpose to better focus on member services and value while continuing to partner with other organizations to ensure the ongoing vitality of our tourism-based economy and wellbeing of our community, businesses, residents and employees.

ORGANIZATIONAL STRATEGY

The Chamber's strategy is member focused and developed through a stakeholder-based planning process that involves the Board, management team and key community partners. The strategic plan defines the priorities and focus of the Chamber on behalf of our member and the business community.

VISION: Thriving businesses in a resilient mountain resort community
MISSION: To help our members achieve business success

The strategic pillars of the Chamber are to:

- Provide Business Supports
- Advocate For Business
- Create Connections
- Strive For Organizational Excellence

THE OPPORTUNITY

The Board has a legal responsibility to oversee the affairs and business of the Chamber, providing strategic direction and oversight while entrusting management with responsibility for day-to-day operations.

Directors bring valuable expertise, experience and diverse perspectives to Board discussions and decision-making. However, Board Directors have a fiduciary duty to act honestly, in good faith and in the best interests of the Chamber, exercising due care and diligence while placing the organization's interests above personal or professional interests.

THE ROLE

The Board is the governance and policy-making body of the Whistler Chamber. Our volunteer Board are engaged, strategic thought leaders whose responsibilities include the governance, oversight and monitoring of:

- Strategic Plan and Organizational Performance
- Annual Budget and Results
- Enterprise Risk Management

The Whistler Chamber Board does not function at an operational level. However, there is a time commitment and an expectation that Directors are engaged and participate.

Board members will be required to have:

- The time and effort necessary to fully participate in the governance of the organization, including participate fully on at least one active board committees as assigned
- Awareness and understanding of the role of the Chamber and a desire to support it
- Awareness of the business and economic climate and the ability to view issues from a local, provincial, national, and global context
- Industry experience or skills and knowledge that are complimentary to Whistler's business environment and local issues
- Experience with advocacy and support the Chamber's positions with all levels of governments as well as with key strategic partners
- Well developed faculty for critical analysis
- Understanding and be willing to carry out the duties and responsibilities of a director

COMMITMENT OF TIME

A Director of the Whistler Chamber can expect to devote at least six hours bi-monthly of their time to meetings, programs and duties of the Chamber. The Time commitment varies according to the committees joined and the roles accepted.

Attendance at Board of Director Meetings (3 hours bi-monthly)
Board meetings are held bi-monthly, typically on the last Thursday of the month. Each meeting is two hours, with around one hour of pre-reading. The proceedings of all meetings shall be governed by Roberts Rules of Order.

Committee Participation (3 hours bi-monthly)
A Director is expected to volunteer for at least one committee, typically requiring around two hours for a bi-monthly meeting. In addition, Directors may take on committee tasks, such as helping to draft a new policy or attending a Council meeting.

Attendance at Chamber Functions
Attendance by the Board of Directors at Chamber functions shows support for the Chamber. It also gives members a chance to discuss business challenges and other issues. You should be prepared to attend the occasional Après or member meeting. These events are less frequent – once every few months – and shared across the Board.

Strategic Planning
A full day of strategic planning is conducted each May.

EXPERIENCE AND COMPETENCIES

The Board is following the Government of Canada's 50:30 challenge, to aim for gender parity (50% women/non-binary) and significant representation (30%) of other under-represented groups, including First Nations, Inuit and Métis peoples, racialized persons, people living with disabilities (including invisible and episodic disabilities) and members of the LGBTQ2 community. Learn more here.

Additionally, the Whistler Chamber Board seeks to maintain a board composition that is representative of the various business sectors, industries, interests, and neighborhoods that make up the Whistler business community.

The Board is strongest and most effective when the following core competencies are represented, with each Director contributing knowledge, experience, and skills in at least two domains:

Finance & Accounting	Member-based Services	Communications
Executive Leadership	Risk Management	Human Resources
Community Profile	Governance/Previous Boards	Strategic Planning

Based on a review of the skills, expertise and sector representation of current Directors, we encourage nominations from candidates with experience or knowledge in the following areas:

- **Skills and expertise:** Legal and technology
- **Industry representation:** Recreation, retail, real estate and professional services

These areas have been identified as opportunities to strengthen the Board's collective expertise and representation. However, they are **not exclusive requirements**, and we welcome nominations from candidates with a broad range of backgrounds, skills and perspectives.

Candidates do not need to be qualified lawyers or IT professionals to bring valuable legal or technology-related knowledge and experience to the Board.

Competencies

The following competencies are of fundamental importance in the recruitment of new Board members:

Integrity and Accountability

- Has demonstrated high ethical standards and integrity in their personal and professional dealings and must be willing to act on – and remain accountable for – their boardroom decisions
- Respected and influential in the community and/or possess special knowledge, skills or experience which would assist the work of the Board

Values and Commitment to Business Issues

- Demonstrates values and leadership that are aligned with the vision and mission of the Chamber
- Passionate about the business community
- Committed to volunteerism and understand the positive role of the voluntary sector

Strategic Thinking

- Demonstrates strategic and forward thinking, helping the organization to prepare for the future

- Addresses complex issues by analyzing and integrating information, considering risks, implications, detractors, and contradictory information to highlight potential problems
- Capable of providing wise and thoughtful counsel on a broad range of issues

Relationship Management

- Seeks and builds collaborative relationships with all stakeholders to engage, mobilize and advance the strategy of the Chamber and its members
- Fosters a strong and collaborative working relationship with the ED and staff
- Facilitates and contributes to a culture of trust and respect

Business Acumen

- Financially literate and familiar with processes for evaluating organizational performance
- Uses sound judgment and logic in all decision-making

NOMINATIONS PROCESS

- Nominations are open from October 15, 2026
- All new candidates are expected to meet with a member of the Nominations Task Force. Candidates will be contacted on submission of the Nomination Form.
- Should there be more candidates than Director positions, an online vote will be held.
- The nominees receiving the greatest number of votes will be elected at the AGM on December 9, 2026.
- At the AGM, the Board Chair, Vice Chair and Secretary / Treasure positions will be elected by members present.

TIMELINE

Process	**2026 Date**
Call for Nominations	Thursday, October 15
Deadline for Nominations	Thursday, November 5 by 5pm
Interviews	November 1 to November 12
Elections (if required)	Tuesday, November 17 – Tuesday, December 1
Announcement of Election Results	Annual General Meeting, Wednesday, December 9

Nomination Form

Please return completed Nomination Form, with signatures to the Whistler Chamber of Commerce at chamber@whistlerchamber.com, by 5pm on November 5, 2026.

Nominees must be a Chamber member in good standing or representatives of a member in good standing.

NOMINEE INFORMATION

Name _____

Business Name _____

Title/Occupation _____

Phone _____

E-mail _____

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Please self-identify if you represent any under-represented groups. This question is to help us measure our progress in achieving the 50.30 goal. Your response is voluntary and does not impact your application.

_____

Please also submit a Statement of Interest and headshot for display on the Chamber website.

The Statement of Interest should be a maximum of 250 words and include a description of why you are interested in becoming a Director, and to what degree you meet the established criteria. Headshot dimensions: 100 x 130 pixels (Note: Images outside of these dimensions will be altered).

Email your Statement of Interest and headshot to chamber@whistlerchamber.com. Please note that the Chamber has the right to edit the information submitted.

Consent of an individual to let their name stand for the position of Director is indicated by the signature below.

I have read and fully understand the role of a Director, expectations and commitment of time, and I agree to allow my name to stand.**

Signature of Nominee: _____

Endorsed by three Chamber members in good standing:

Name	Business	Signature
1)		
2)		
3)		