



<p>Director Selection Policy - Corporation Policy No. 2026-01 Adopted: March 3, 2026</p>	<p>Wells Gray Community Forest (2010) Society 209 Dutch Lake Rd Clearwater BC VOE 1N2</p>
<p>Director Selection for the Community Forest Corporation</p>	
<p>POLICY</p> <p>The Society as the Shareholder of the Corporation is responsible for the quality of governance for the Wells Gray Community Forest Corporation. To this end, the Board of the Society (shareholder) will annually review the skills and composition of the Corporation Board in order to determine the capacity. Recruitment of new Directors, and succession planning will be conducted in an open and consistent manner to ensure transparency, diversity and broad community representation.</p> <p>PURPOSE</p> <p>To establish a policy for effective governance. Effective governance depends on the right mixture of skills, experience, personal qualities and diversity among the members of the Board.</p> <p>The Society Board will seek a balance on the Society and Corporation Boards regarding skills, experience and personal qualities of Directors.</p> <p>The selection process will attempt to reflect the diversity of the communities served.</p> <p>PROCEDURE</p> <p><u>Recruitment of Corporation Directors:</u></p> <p>The Society has established a Director Selection Committee which is comprised of two (2) Directors from the Society (Shareholder) and one (1) Director from the Corporation. With each Board designating one (1) alternate Board member in the event an appointed member(s) to the Director Selection Committee is unable fulfill their role.</p> <p>The Director Selection Committee will annually update the skills matrix for the current Board of Directors of the Corporation and forward it to the Society Board members by March of each year.</p> <p>Skills and Experience</p> <p>The Director Selection Committee will annually update the Skills Matrix for the current Board of Directors of the Corporation. It is intended that the Board will reflect a complementary mixture</p>	

of knowledge, skills and experience. The Director Selection Committee shall follow the guideline for skills and experience as set out in Appendix "A" when reviewing new applicants and subsequent appointments to the Board.

Personal Qualities/Abilities:

The Board requires all of its members to possess a standard of personal qualities; these are set out in Appendix "A".

RECRUITMENT PROCESS:

Invitation to apply:

Two months prior to the Corporation's year end (March 31,) or prior to the specified date set by the Director Selection Committee, the Committee will determine recruitment strategies, including social media, and newspaper advertising, and community outreach.

Simultaneously the Secretary shall communicate with Simpcw First Nation, TNRD Electoral Area A and District of Clearwater to confirm their appointed representatives to the Board.

The Selection Committee will establish a set of criteria based on the skills matrix (Appendix "A") diversity needs, and uniform interview process, and will pre-screen and interview applicants.

Evaluation of Applicants:

Upon closing of the application intake, the Director Selection Committee will review the applicants and will prescreen and shortlist. Applicants shortlisted will be interviewed in person, reference checks and recommendation of successful applicants will be forwarded to the Society Board for review and appointment. The Chair of the Selection Committee will notify the successful applicant(s) of their appointment to the Board of Directors.

The Selection Committee shall respond to all applicants in writing stating the Society's final selection. This will be complete in a timely manner.

INFORMING CORPORATION BOARD

The Corporation shall be informed of the names of the successful candidates.

- a) If the successful applicant(s) is standing for appointment as Director for the first time:
 - i. Confirmation that the appropriate checks have been conducted into the applicant's background and experience and if those checks have revealed any information of concern.
 - ii. Details of any interest, position or relationship that might influence, or reasonably be perceived to influence, in a material way their capacity to bring an independent judgement to issues before the Board, and to act in the best interests of the Corporation as a whole rather than in the interests of an individual; and
- b) If the applicant(s) is standing for re-appointment as a director,

- i. A resolution of the Society Board as to the appointment or re-appointment of the proposed applicant(s) is to be presented by the Shareholder designate at the Annual General Meeting of the Corporation or otherwise provided in writing.

DIRECTOR TERM OF OFFICE

1. The individual(s) elected or appointed as a director are required under the *Business Corporation Act* to provide their consent in writing to the Directorship,
2. A director will serve a term of 1 (one) year as outlined in Article 15 or the Incorporation documents.
3. Terms will commence on **April 1st** of the year of appointment.
4. A Director, may be reappointed by the Shareholder as director for a second-year term.
5. A director must indicate at least 3 months prior to the completion of their first term, their intent to step down or seek reappointment.
6. Should a director resign or vacate their position before their term is complete, the Director Selection Policy – Corporation will be followed for the selection of a new director. The new director will assume the position for the remaining of the current term.

References:

- Appendix “A” Board Member Skills Matrix
- Appendix “B” Sample Advertisement

OUR MISSION

The Wells Gray Community Forest Society endeavors to provide social and economic benefits to the residents of TNRD Area A, and the District of Clearwater.

**APPENDIX “A”
BOARD MEMBER SKILLS MATRIX**

Not for Profit Experience		Business Development & Operation Management	
<input type="checkbox"/> Basic	<input type="checkbox"/> Advanced	<input type="checkbox"/> Basic	<input type="checkbox"/> Advanced
Board and governance expertise		Political acumen	
<input type="checkbox"/> Basic	<input type="checkbox"/> Advanced	<input type="checkbox"/> Basic	<input type="checkbox"/> Advanced
Legal / Regulatory (bylaws – legislation)		Risk management	
<input type="checkbox"/> Basic	<input type="checkbox"/> Advanced	<input type="checkbox"/> Basic	<input type="checkbox"/> Advanced
Forest Industry		Community Service	
<input type="checkbox"/> Basic	<input type="checkbox"/> Advanced	<input type="checkbox"/> Basic	<input type="checkbox"/> Advanced
Strategic planning		Ethics	
<input type="checkbox"/> Basic	<input type="checkbox"/> Advanced	<input type="checkbox"/> Basic	<input type="checkbox"/> Advanced
Information technology		Public affairs and communications (social media)	
<input type="checkbox"/> Basic	<input type="checkbox"/> Advanced	<input type="checkbox"/> Basic	<input type="checkbox"/> Advanced
Financial expertise		Accounting designation	
<input type="checkbox"/> Basic	<input type="checkbox"/> Advanced	<input type="checkbox"/> Basic	<input type="checkbox"/> Advanced

PERSONAL QUALITIES

Be a resident of Wells Gray Country (TNRD Area A) / District of Clearwater for a period of not less than three (3) years.	Be qualified as required by the <i>Business Corporation Act</i> of BC which specifies that a director must be an individual who is at least 18 years old and not declared incapable under any legislation in BC or elsewhere.
An understanding of and commitment to the vision, mission, and core values of the Society/Corporation	Demonstrate honesty and integrity
An understanding of the role of a director’s fiduciary duties, and the role of a Board	An ability to work as an active team member
An ability to think strategically with a regional lens	An ability to communicate effectively
A willingness to learn financial literacy appropriate to the Corporation	An ability to recognize and manage potential conflicts of interest
A willingness to devote the time and effort required to be an effective Board member including attendance at Board orientation, Board meetings, committee meetings where applicable, and strategic planning	

APPENDIX “B”
SAMPLE ADVERTISEMENT – CORPORATION DIRECTOR



WELLS GRAY COMMUNITY FOREST CORPORATION
VACANT: Director at Large

Wells Gray Community Forest Corporation (WGFCF) is immediately accepting applications for its Board of Directors. The Community Forest is managed by a volunteer board consisting of eight (8) Directors of which seven (7) are appointed by the Wells Gray Community Forest (2010) Society (the Shareholder) and one (1) director is appointed by the Simpcw First Nation.

The WGFCF’s mission is to operate and manage a Community Forest Licence on a long term sustainable, environmental and social plan that will maximize economic opportunities and benefits for the resident of Wells Gray Country / District of Clearwater. For more information on the Community Forest please visit our website at <https://www.wgfcf.ca/>

This 'Director at Large' position is a volunteer position and is open to residents currently residing within the District of Clearwater or Wells Gray Country (TNRD Electoral Area “A”). This position may be reappointed on an annual basis during the Annual General Meeting held in April each year.

Suitable candidates are not required to have a particular expertise in natural resource management; however, a combination of experience, education, community service and skill set will be considered. Experience in forestry industry, oversight in operations, business development and an understanding of risk management will be an asset. Applicants should be able to demonstrate a keen interest in the wellbeing of the residents of the Wells Gray Country as well as in the sustainability of our local resources (or forest).

To be eligible for appointment, prospective applicants must:

1. Submit an Application - [About Us | WG Community Forest](#))
2. Be a permanent resident of the District of Clearwater / Wells Gray Country (TNRD Electoral Area “A”);
3. Have been a resident of the aforementioned area for the past three (3) years;
4. Be qualified, as required by the *Business Corporation Act*, to become, act, or continue to act as a Director.

Please note that typically the Board meets in the evenings once per month, in addition, there is an Annual General Meeting held in April of each year, a Public Open House, Committee meetings may also occur depending on the Board's workload. and Board strategy sessions are held from time to time.

Anyone meeting these requirements and interested in serving the community in this volunteer capacity is encouraged to apply.

Selected candidates will be interviewed by a joint Director Selection Committee, established by the Wells Gray Community Forest (2010) Society (WGCF). The successful applicant(s) will be appointed to the Board at the April 2026 Annual General Meeting and will receive an orientation upon successful appointment.

For more information interested parties can contact Heather MacLennan, Chair of WGCF Society @ president@wgcf.com; or Brent Buck, President @ dbrentbuck@gmail.com of WGCF Corporation or

Applications may be submitted:

Attn: Corporation Director Selection Committee via E-mail @ wellsgraysociety2010@gmail.com

APPLICATION DEADLINE: Open February 6th and closed March 17th, 2026.

Download Application Form (MS Word) <https://www.wgcf.ca/about-us>

Download Application Form (Fillable PDF)

https://www.wgcf.ca/files/ugd/14f425_c0b3926ebde241388d6b32888a8d59dc.pdf

APPENDIX "C"
DIRECTOR APPLICATION - CORPORATION