



A P E G S

*Association of Professional Engineers
& Geoscientists of Saskatchewan*

**Regulating the
professions.
Protecting the
public.**

Council Application and Self-Evaluation Form

The Association of Professional Engineers and Geoscientists of Saskatchewan (APEGS) members interested in standing for nomination must complete this form in its entirety and submit a copy of their résumé/CV to Teigan Trew (ttrew@apegs.ca) and Gina McGinn (gmcginn@apegs.ca) on behalf of the Nominating Committee (the committee) no later than **5:00 pm (CST) on December 2, 2024**.

Incomplete or late applications will not be accepted.

ELIGIBILITY

The Engineering and Geoscience Professions Act, 1997 (section 9) and associated *Administrative Bylaws* (section 12) outline the eligibility requirements for members to be considered as council nominees, specifically:

- Must reside in Saskatchewan; and
- Must be Continuing Professional Development (CPD) compliant.

In addition, those wishing to let their name stand for President-Elect must have served for at least one full year as a councillor, from the close of business at one annual meeting to the close of business at the next annual meeting.

CONFIDENTIALITY

APEGS will make reasonable efforts to keep your personal information contained in this form confidential and limited to the committee, appropriate staff, and contractors supporting the work of the committee. However, APEGS may be required to release personal information through a request under the Freedom of Information Act, by court order, or as required by law.

CONTACT INFORMATION

Name (given and family name): _____

APEGS Member #: _____

Phone: _____

Email: _____

Location of residence: _____

Indicate the position for which you wish to run:

Member-at-Large

Vice-President

President-Elect

Note: To qualify to run for President-Elect, you must have served at least 1 full year on the council.

Have you ever been an APEGS volunteer or had other engineering or geoscience volunteer experience?

- Yes No

If yes, please specify the APEGS committees, boards, task groups, or other volunteer experience that you have been part of.

APEGS License Category:

- Professional Engineer Professional Geoscientist Engineering Licensee
 Geoscience Licensee Engineer-In-Training Geoscientist-In-Training

Optional: Do you consider yourself to be a member of an underrepresented demographic?

- Yes No Prefer not to answer

If yes, you may stipulate which demographic(s): _____

EXPRESSION OF INTEREST

Tell us why you are interested in running for the council and what you bring to the role.
(Maximum 150 words)

Are you able to fulfill the requirements of the council including participating in most council meetings, assigned committee meetings, and APEGS functions normally attended by the council?

- Yes No

SKILLS, COMPETENCIES and DIVERSITY

To achieve its goals and meet its fiduciary responsibilities, the council has identified the need for diverse voices on the council, with a blend of skills in governance and associations. It is not necessary for each member of the council to have experience in each area.

For 2025, the council requires a Professional Geoscientist, as per Section 9(3) of *The Engineering and Geoscience Professions Act*. The committee has identified accounting/financial experience and regulator experience as the key competencies needed on the council, and is also seeking interest from members with any or all of the following:

- gender and/or ethnic diversity; and,
- reside in rural Saskatchewan (defined as outside of Regina or Saskatoon).

Please describe your experience in the skills and competencies listed below. **If no past experience, please denote that information within the applicable skill or competency.**

Strategic Thinking

Understanding of and experience with an organization's process of defining its strategy, or direction, and making decisions on allocating its resources to pursue this strategy.

Financial Literacy

Understanding of financial statements, cash flow, budgeting, financial planning and investing that allow an organization to make informed and effective decisions about their financial resources.

Management Oversight

Understanding and knowledge of board governance and the roles and responsibilities of board members, usually demonstrated through previous board experience.

Risk Management

Knowledge of enterprise risk management, risk assessment, and risk policies and procedures to enable effective risk management oversight of the organization.

Human Resources

Knowledge and understanding of HR policies related to employees and volunteers, including equity, diversity and inclusion policies, performance management, succession planning, and ensuring sufficient resources to fulfill an organization’s responsibilities.

Government Relations

Understanding of the importance of maintaining government relations for an organization and being willing to represent the organization at political events.

Communications and Public Relations

Knowledge of strategic communications planning and strategic analysis of public relations initiatives that organizations use to communicate the purpose or goals of the organization to its stakeholders.

Information Technology

Knowledge of or experience with information technology as used in an organization to communicate internally with staff and volunteers or externally with stakeholders, and ability to function in an electronic environment, including remote virtual meetings.

Director/Board Experience

Participation as a director or member of a board.

Self-Regulation

Knowledge of or the participation with the framework and responsibilities of self-regulated professions and the role in regulating the professions in the public interest.

National Frameworks

Knowledge of or experience with the governance of a national body representing provincial organizations.

Other Leadership Experience

Demonstrated confidence and good judgment in directing the efforts of others to achieve desired outcomes, while modeling respect, commitment, integrity and accountability. Examples can include community, sport, church or other related leadership experience.

BEHAVIOURAL QUALITIES

To achieve its goals and meet its fiduciary responsibilities, the council has identified some desired behavioral qualities of applicants to the council. These characteristics include mentoring abilities, critical thinking, sound judgement, collegiality, and independent decision-making. It is not necessary for each member of the council to demonstrate all qualities.

Please provide one example where you demonstrated each quality, as applicable. **If you do not have an example, please denote that information within the applicable behavioral quality.**

Mentoring abilities:

Critical thinking:

Sound judgement:

Collegiality:

Independent decision-making:

CONFLICT OF INTEREST, INTEGRITY AND PUBLIC ACCOUNTABILITY — DISCLOSURE STATEMENT

Every member of the council must disclose any conflict with their duty or interest to APEGS and must disclose any circumstances that could have a potential impact on their duty to APEGS.

Please consider the questions below:

In your employment, business, or personal affairs, do any of the following statements apply to you or any company in which you have direct or indirect controlling interest, in Saskatchewan or elsewhere:

- a. Been charged with or convicted of an offence?
- b. Been the defendant of any civil action in which allegations of fraud, theft or defamation were made against you?
- c. Have any outstanding charges or civil actions against you?
- d. Been cited with or disciplined, censured, suspended, or disqualified by any professional association or body?
- e. Have had your employment terminated for just cause?

Yes No

If yes, please describe:

Are you aware of any circumstances that may place you in a real or potential conflict of interest with respect to your duties as a councillor? Or any facts or matters which, if publicly disclosed, could cause APEGS embarrassment or hinder your performance of your duties as a council member?

Yes No

If yes, please describe:

If, at any time following the signing of this nomination form and prior to the commencement of voting, there is any significant change to any of the above responses you must promptly inform APEGS.

REFERENCES

I authorize APEGS to verify or obtain any personal information about me from the references below for the purpose of evaluating my suitability for nomination for election to the council of APEGS. This authorization is valid until the commencement of voting for the council.

Please provide contact information for three references.

Reference 1

Name: _____

Occupation: _____

Email: _____

Phone: _____

Nature of relationship: _____

Reference 2

Name: _____

Occupation: _____

Email: _____

Phone: _____

Nature of relationship: _____

Reference 3

Name: _____

Occupation: _____

Email: _____

Phone: _____

Nature of relationship: _____

COMMUNICATION DISCLOSURE

Once nominees are determined, a nomination booklet will be developed which discloses nominee names, biographies and head shot photo. This information will be disclosed on the APEGS website and other communication channels upheld by APEGS. The purpose of this is to ensure transparent communication with members and the public respecting the electoral process and nominees.

AUTHORIZATION

By submitting my application, I affirm that I have answered all questions truthfully and confirm that I have read, understand and, if elected, will be bound by the duties, responsibilities, requirements and commitments outlined, will adhere to the Council Code of Conduct and take the Council Oath of Office.

By submitting this application, I am formally notifying the Nominating Committee that I wish to be considered for the Nominating Committee’s nominee list for the election to the council of APEGS, will comply with the council election promotion policy and will accept the nomination if selected.

Applicant’s Signature

Date