



BOARD DESCRIPTION

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| Name: | Alberta School Employee Benefit Plan Board of Trustees |
| Sponsor: | Alberta School Boards Association |
| Time Commitment: | <p>Ten scheduled trustee meetings per year (September to June). Trustee meetings are typically 7-8 hours and require 4-8 hours preparation for each. Twice a year, the trustee meeting will take place over two days. ASBA representatives also attend a half day preparatory session before each trustee meeting.</p> <p>Orientations, training sessions, committee meetings and strategic planning sessions as required.</p> <p>The term of this appointment is January 1, 2021 to December 31, 2024.</p> |
| Expenses: | ASBA pays a per diem plus travel, meals, and accommodation costs for the ASEBP pre-meeting. Trustees are entitled to a per diem plus travel, meals, and accommodation from ASEBP for all other meetings. |
| Purpose of Committee: | <p>The purpose of the ASEBP Board of Trustees is to:</p> <ul style="list-style-type: none">• Make decisions that guide the direction of ASEBP;• Ensure ASEBP's benefits and services reflect the best interests of the covered member;• Fulfill fiduciary responsibilities under the Deed of Trust. |
| Criteria: | Applicants for the appointment must be an employee, officer, or trustee of ASBA or an ASBA full-member board and possess a proven track record in board governance as well as strategic and/or business planning. Strong analytical and communication skills, along with risk management and financial management experience are also desirable. |

ASEBP BOARD REPRESENTATIVE APPLICATION FORM

Applicant Name

E-mail

Board

Title

Telephone

Response:

Yes, I am interested in serving on the ASEBP Board as an ASBA representative.

Please return this completed form and attached skills matrix to mmcgrath@asba.ab.ca by December 8, 2020 at 12 noon.

Please summarize the relevant skills and experience that would make you the best candidate for this position **and** complete the attached skills matrix.