

# INUIT CIRCUMPOLAR COUNCIL (CANADA)

## TERMS OF REFERENCE 2014-2018

### PRESIDENT

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**CLASSIFICATION:** Elected, Term Position\*

**REPORTS TO:** ICC Canada Board of Directors

#### **GENERAL DESCRIPTION:**

The President is the Chief Executive Officer of Inuit Circumpolar Council (Canada). The President oversees the general and active management of the business of the corporation, and sees that all orders and resolutions of the Board of Directors are carried out.

The ICC Canada President is the Canadian Vice-Chair of the international ICC Executive Council, and carries out these duties in accordance with the Inuit Circumpolar Conference international by-laws.

The ICC Canada President is Vice-President of Inuit Tapiriit Kanatami, and carries out these responsibilities in accordance with the ITK by-laws.

The ICC Canada President is also President of the ICC Foundation/Fondation ICC, and carries out these duties in accordance with the ICC Foundation by-laws.

#### **DUTIES AND RESPONSIBILITIES:**

##### **ICC Canada**

- Serve as the Chief Executive Officer of ICC Canada;
- Preside at meetings of members and of the Board of Directors;
- Be responsible to ICC Canada Board of Directors for all affairs and activities of ICC Canada, including the administration of Office of the Chair while hosted by ICC Canada;
- Ensure all Board decisions are consistent with ICC Canada bylaws and objectives;
- Make recommendations to the Board on amendments to the By-laws;
- Monitor developing international trends, policies, programs and issues with actual or potential impact for Canadian Inuit;
- Provide guidance and leadership on international policy development;
- Provide policy input to development of strategic plans;
- Represent ICC Canada to governments, organizations, and the Canadian and international public;

- Take measures to secure adequate funding for the operations and activities of ICC Canada;
- The President will be the chief spokesperson for ICC Canada

**ICC Executive Council**

- Serve as ICC Vice-Chair for Canada on the ICC Executive Council;
- Work closely with the ICC Chair and Executive Council to implement the four-year international mandate as identified by the General Assembly;
- Ensure that policies and positions taken by the Executive Council take into consideration the priorities, policies and positions of Canadian Inuit;
- Participate in ICC committees and working groups as time permits; and
- Ensure appropriate Canadian Inuit participation in international meetings and General Assemblies.

**LEVEL OF ENGAGEMENT: \***

The President is usually a full-time term position; however during the Canadian Chairmanship the President’s duties and level of involvement in files are reduced. The level of engagement for 2014-2018 will to be approximately 45 to 85 days per year based on the following estimates unless specific funding is secured to increase the level of engagement.

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| • Executive Council Meetings + teleconferences (2 per year)          | 8-15 days  |
| • ICC Canada Board meetings + teleconferences (2 per year)           | 8-15 days  |
| • ICC Canada AGM   | 5 days     |
| • ITK Board meetings, AGM & teleconferences                          | 5-10 days  |
| • Other Corporate responsibilities (fundraising, strategic planning) | 5-10 days  |
| • Representative at various Nat’l and Int’l meetings                 | 10-20 days |
| • Communications   | 4-10 days  |

**REMUNERATION:**

- The President during the 2014-2018 term will be on a fees-for-service basis.
- Compensation for the President is determined through negotiations with the ICC Canada Board of Directors.

**TERM OF OFFICE:**

The term of office is for four years, beginning July 24, 2014 and ending on the last day of the 2018 ICC General Assembly.