



Director, Governance
Permanent Position
Out of Scope
Location: Regina | Open Competition
Competition #09-P-GOV-2018-KT

Job Posting Date – April 9, 2018
Closing Date – April 23, 2018 at 4:00 pm

Position Summary

Reporting to the Executive Vice President, Chief Corporate Officer and General Counsel, this position is responsible to:

- lead and manage the company's governance framework, including a diverse range of corporate and organizational governance initiatives and activities for ISC and its subsidiaries in Canada and internationally
- lead and oversee corporate risk, including ongoing articulation and monitoring of the company's risk profile and leadership for the corporate risk framework, portfolio, management plan and accountabilities
- promote and ensure continuous improvement and execution of corporate governance best practices, protocols, controls and processes
- deliver excellent Board and corporate secretariat functions for the company and its subsidiaries that facilitate effective and efficient Board and management decision making and operations as well as corporate information sharing, communications and performance reporting
- ensure that the governance practices and standards of the corporation:
 - enable the achievement of corporate strategic objectives;
 - are appropriate for a publicly traded company and related compliance requirements; and
 - meet or exceed the expectations, goals and objectives of the ISC Executive and the Board of Directors

Position Requirements

- A post-secondary degree in a related discipline (eg. Public Administration, Business Administration, Commerce, Political Science, Law, Communications) and related leadership, management, governance, performance evaluation and analytical experience or an equivalent combination of education and experience at a senior level.
- Effective team leader and member able to foster strong working relationships in a collaborative and cross-functional environment
- Analytical skills, maturity of judgment and a strategic corporate perspective
- Excellent written and verbal communication skills, including diplomacy and demonstrated ability to work with executive management and Board
- Excellent organizational and supervisory skills and the ability to prioritize while working under pressure and deadlines
- Discretion in handling confidential and sensitive information
- High level of initiative to successfully drive results

Key Competencies

- Integrity - Approaching all interactions ethically and honestly
- Driven - Giving one's best effort every day to ensure personal contribution to the success of the organization
- Customer - Dedication to delivering service in a professional, accurate and timely way, and seeing beyond what is expected of oneself
- Accountable - Being responsible for all commitments, and following through on all promised deliverables
- People - Making a positive impact on the organization by collaborating and respecting the experience and ideas of others
- Leading People - Supporting and enabling others through encouragement and empowerment, demonstrating trust and providing regular feedback in support of performance development