# Board Member Recruitment Notice

The Infrastructure Health and Safety Association (IHSA) is currently seeking applications to fill one vacancy on its Board of Directors. Starting date: **Feb 2027**.

## About the Infrastructure Health and Safety Association:

IHSA is part of Ontario's health and safety system which includes the Ministry of Labour, Immigration, Training and Skills Development, the Workplace Safety and Insurance Board, and six health and safety associations. As a leader in health and safety education, IHSA serves over 155,000 active member firms and 865,000 workers in Ontario.

Through skilled-based training, auditing and evaluation, IHSA provides safety solutions to those who perform high-risk activities such as working at heights, working with energized high-voltage power systems, driving motor vehicles, transporting dangerous goods, working on suspended access equipment, and utility line clearing.

Partially funded by WSIB through our assigned sectors, the IHSA's Board and advisory group members, as well as staff, all share the same vision; to build strong partnerships with our clients and deliver innovative, customized programs that support their implementation of prevention solutions and provide continuous improvement to their health and safety performance.

Check out our Annual Report Here

## Board Composition:

Representative Board from the sectors we serve: total of 16 members consisting of:

- 8 representing Labour
- 8 representing Management

## Upcoming Vacancies on Board for:

**1 Labour representative from** the **mechanical construction industry** sector (comprised of employers in WSIB former rate groups 707 and 737)

- **707: Mechanical and Sheet Metal Work: NAICS 238220 Class G3** including drain contractors, plumbing, heating and air conditioning installation, sheet metal and other duct work & thermal insulation work
- **737: Millwright and Welding: NAICS 238299 Class G4 & 238190 Class G3** including millwright and rigging work, ornamental and fabricated metal installation and other trade work

## Board Term:

Each Board member shall be elected to hold office until the first annual meeting after he/she shall have been elected. The whole Board shall be retired at each annual meeting but shall be eligible for re-election.

A Board member is eligible for re-election up to nine (9) consecutive successive one-year terms. After ten (10) years, directors are not eligible for re-election unless completing the positions of Vice Chair, Chair or Past Chair.

## Commitment to the Role:

Board members act in the best interest of the organization and oversee IHSA's strategic direction ensuring compliance with legal and ethical standards. Board members are expected to collaborate, demonstrate accountability, maintain confidentiality, and act in good faith to advocate for IHSA's mission within their networks.

IHSA's Board meets a minimum of 4 times per year, and Directors are expected to make reasonable efforts to attend the entire period of meetings, typically a half day in duration. Board members shall prepare/read/review content in advance of scheduled meetings. Board members are expected to actively participate and contribute as a member of at least one Board sub-committee (Governance, Finance, Executive or others) as may be formed from time to time.

Board members remain engaged between meetings, including responding to email communications, participating in virtual discussions, and supporting IHSA initiatives as needed.

## Remuneration:

Board members shall serve without remuneration. Board members will be reimbursed for reasonable expenses incurred by the director in the performance of his/her duties and the performance of any other activities for which reimbursement of reasonable expenses has been authorized by the Board. These expenses shall be expenses of the Association. Board members shall be provided with director's and officer's liability insurance.

## Skills and Experience:

- Prior board experience with a positive record of accomplishment, including a solid understanding of Board legal and fiduciary responsibilities.
- Experience in governance best practices and strategic decision-making
- For Labour, extensive and proven experience leading and representing employees in a labour union
- Experience in tripartite processes, building and maintaining successful partnerships with governments and other organizations.
- Knowledgeable on current occupational health and safety issues within Ontario workplaces.
- Any one or more of the following competencies: human resources, law, financial/resource management controllership, accounting, risk management, and strategic and operational planning.
- Ability to dedicate sufficient time and attention to fulfill responsibilities
- Be at the date of his/her election, a Member of the Corporation;
- Be at least eighteen (18) years of age;
- Be a Labour Representative
- Not be undischarged bankrupt;
- If a person ceases to be a Member of the Corporation, a Labour Representative, or becomes bankrupt, he/she thereupon ceases to be a director.

In keeping with IHSA's commitment to diversity in positions of influence, consideration will be given to equity group representation (including women, members of racial minorities, people with disabilities and people from the Aboriginal population).

## Application Process:

Interested individuals should submit their comprehensive Curriculum Vitae and completed skills/competency self-evaluation assessment accompanied by a Letter of Interest **detailing their skills, experience and competencies** and clearly stating the reasons they are suitable for the position.

All submissions will be vetted by **the Labour representatives of the Provincial Labour-Management Health & Safety Committee Construction (PLMHSC-Construction)** who shall forward a recommendation to the Board of Directors for consideration.

IHSA is committed to providing equal opportunity to qualified individuals wishing to join the Association and will provide accommodation to applicants with disabilities throughout the assessment, selection and recruitment process. Applicants requesting accommodation are asked to advise IHSA of the nature of the accommodation that is required.

Interested candidates should submit their application of interest, including their Curriculum Vitae and completed skills/competency self-evaluation form, ***no later than 5:00 p.m. on Tuesday Dec 15, 2026,*** to Michelle Roberts mroberts@ihsa.ca referencing **Board Member Recruitment – Construction Mechanical - Labour** in the subject line of their email.

**We appreciate the interest of all applicants, however, only candidates selected for an interview will be contacted.**

**Note:**

**Candidates will be asked to assess against the following competencies:**
Please rate your Skill /Competency on a scale of 1-10, with 1 being minimum skill/competency and 10 being fully skilled/competent in the topic. Please note that ratings should be supported by evidence of education, experience or both should it be requested.

| **Skill \| Competency** | **Self Assessment**<br>**1 minimum – 10 fully skilled in topic** |
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| **Human Resources:** Recruitment, Policies, Benefits | |
| **Financial:** Financial Statements, Budgeting, Audits | |
| **Strategy:** Strategic Planning, Implementation | |
| **Governance Excellence:** | |
| **Risk Management & Analytics:** | |
| **Health & Safety:** Practical education, oversight and designations | |
| **Labour Relations:** Education, negotiations administration | |
| **Legal** | |
| **Government Relations:** Education and experience | |
| **Marketing and Communications:** | |