

**Alberta Hotel & Lodging Association  
2013 – 2014 Board of Directors Nomination Form**

I, ***Ghada Wirth***, representing ***Castle Mountain Chalets*** hereby nominate ***Chris Barr***, representing ***Banff Aspen Lodge*** for election to the 2013 – 2014 Board of Directors of the Alberta Hotel & Lodging Association.

***For the candidate:***

1. Why do you want to serve on the Board of Directors of the AHLA?

I feel the AHLA is an association that can directly influence the the Alberta Tourism Sector. Ensuring that we enable members to continue to provide visitors with a one of a kind experience. I also feel that becoming involved with the AHLA will allow me to continue to be involved and effect the Tourism Market of Alberta.

2. What skills, abilities & experience would you bring to the AHLA's Board?

I have 12 years of experience in the Hospitality industry. I have worked in Edmonton, Calgary, Waterton, and Banff encompassing all areas of Alberta. I feel that I can bring a fresh attitude and varied perspective on what effects the Tourism industry in Alberta. I am young and eager to contribute and I look forward to seeing how the AHLA can work with members to address concerns that they have.

3. What AHLA programs & services does your property participate in?

Employer of Choice, Housekeeping Awards, Staples Advantage, Wage Surveys, Electricity, Telecommunications, Mat Services and Janitorial Supplies.

4. What do you believe are the greatest challenges that our industry faces?

I believe that staffing is still a great challenge in our industry.

5. What role do you think the AHLA should play in addressing these?

I know the AHLA already works very hard in promoting and addressing these concerns through the Temporary Foreign Worker Program and offering awards such as the Employer of Choice. These are great tools to promote what and why potential employees want to work with any hotel within Alberta.

6. How would you work to bring this about as a member of the Board?

Continuing to promote these initiatives and being a voice of the programs to ensure that all members are aware of the benefits of these initiatives and how they will assist them with hiring long term hard working Albertans for the future.

*Please email the completed form to [nominations@ahla.ca](mailto:nominations@ahla.ca) or fax to (780) 436-5404 by 4:00 p.m., Monday, February 25, 2013. Information provided on this form will be made available to the Governance Committee and AHLA members as part of the election of the 2013 – 2014 Board of Directors.*

## **Alberta Hotel & Lodging Association Board Member Position Description**

### **Authority and Responsibility:**

The Board of Directors is the legal authority for the Alberta Hotel & Lodging Association (AHLA). As members of the Board, Directors act in a position of trust for the membership and are responsible for the effective governance of the association.

### **Requirements:**

1. Commitment to the mission, values, and work of the AHLA.
2. Knowledge and skills in one or more areas of Board governance: policy, finance, programs, personnel and advocacy.
3. Willingness to serve on committees.
4. Attendance at Board meetings and meetings of assigned committees.
5. Attendance at Annual General Meetings.
6. Attendance at membership meetings.
7. Support and attendance at regional meetings, annual convention & trade show, and other meetings as requested.

### **Term:**

Directors are elected by the membership for a two year term.

### **General Duties:**

With the support of the President & CEO, it is the responsibility of each director to ensure they are fully informed on organizational matters so that they can participate in the Board's deliberations and decisions in matters of policy, finance, programs, personnel and advocacy.

Directors are responsible to:

1. Support the AHLA's mission & values and those of the Board of Directors.
2. Approve, where appropriate, policy and other recommendations received from the Board, its standing committees and senior staff.
3. Monitor all Board policies.
4. Review the bylaws and policy manual, and recommend bylaw changes to the membership.
5. Review the Board's structure, approve changes, and prepare necessary bylaw amendments.
6. Participate in the development of the AHLA's organizational plan and annual review including serving on working committees.
7. Approve the AHLA's annual budget.
8. Approve the hiring and release of the President & CEO, including their employment contract, based on the recommendation of the Personnel Committee.
9. Support and participate in evaluating the President & CEO.
10. Assist in developing and maintaining positive relations among the Board, committees, staff members, and community to enhance the AHLA's mission.

### **Evaluation:**

Directors are asked to evaluate their own performance and that of the AHLA board as a whole annually.

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