



Calgary Sport & Major Events Committee Member (Volunteer)

POSITION DESCRIPTION



Business Address

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Contact

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THE ORGANIZATION

Calgary Sport & Major Events Committee

The Calgary Sport & Major Events Committee (the “CSME”) is an advisory committee to both the City of Calgary and the Board of Tourism Calgary.

The CSME provides strategic direction, advice and due diligence to the Tourism Calgary Board and management in the proactive process of selecting, evaluating and attracting major sport and culture events for Calgary. Based on its event selection priorities and criteria, committee members help evaluate and recommend bid initiatives and events for potential investment. Committee members also help open doors and champion collaborative efforts to bid for major events using their own personal and professional networks and spheres of influence across Calgary and beyond. From Nitro Rallycross to Special Olympics Canada to the CCMAs to the Snow Rodeo, the CSME helps shape the major event calendar for the City of Calgary.

The vision for the CSME, working with Tourism Calgary and other key organizations in Calgary, is to win bids for and attract major sport, recreation, and cultural events to generate incremental economic and social benefits for Calgary. This includes activation of existing facilities and advocacy for the development of new and improved facilities.

Composition of the CSME

The CSME is comprised of a minimum of eight and a maximum of 14 committee members, as well as two ex-officio representatives of the City of Calgary. There are currently 12 committee members of the CSME (see [here](#) for the current roster).



THE ROLE

Committee Member

Start Date: October 2023 or subsequent years

Type of Position: Volunteer

Number of Appointees in 2023: 4 to 5

The CSME seeks individuals who possess and demonstrate a strategic combination of personal attributes, expertise, social capital, competencies and occupational backgrounds so that, collectively, the committee has access to a broad diversity of experiences, perspectives, information, connections, and skills to carry out its advisory and advocacy responsibilities.

Committee members will be expected to contribute through key advocacy and communication channels within the community and promote and support the initiatives of the CSME.

Time Commitment

Committee members will serve a two-year term starting upon the date of their selection to the CSME. A committee member may serve a total of three terms, consecutive or non-consecutive, for a total of no more than six years of service.

As volunteers, committee members will commit approximately 8 to 10 hours per quarter to committee related activities, including preparation for and participation in a minimum of four meetings annually, involvement in working groups from time to time, as well as attending occasional networking/community events.

Role Responsibilities

Committee members will be expected to:

- Prepare for and contribute to a minimum of four meetings annually
- Contribute to working groups from time to time
- Attend occasional networking/community events, and contribute through key advocacy and communication channels within the community
- Promote and support the initiatives of the CSME



THE CANDIDATE

Qualifications Required

For this year's recruitment, the CSME is seeking high-profile and respected **community and thought leaders** in Calgary, who can leverage their personal brand and credibility, as well as broad network, for the greater good of the city and the CSME.

In addition, the CSME is also seeking individuals who bring proven executive-level experience in one or more of the following areas:

- Indigenous relations
- Sport sector or creative industry leadership and governance
- Consumer brand activation and/or corporate sponsorship

Additional Requirements

The successful candidates for this search will also bring the following:

- Availability to commit to approximately 8-10 hours per quarter, as well as attend a minimum of 4 meetings per year during daytime hours
- Significant volunteer experience and a desire to give back to the community
- Demonstrated interest in the tourism industry

While not a strict requirement to be considered for this opportunity, previous Board experience in the public or not-for-profit sector will also be considered a strong asset.

Diversity & Inclusion

Promoting diverse and inclusive boards and committees is a top priority for Tourism Calgary and the CSME. We are seeking applicants with diverse backgrounds, networks, perspectives, expertise and personal attributes to ensure diversity of thought on the CSME.





THE CANDIDATE

Personal Characteristics

The CSME is seeking individuals who possess the following personal attributes, which have been proven to create high-performing committee and board cultures:

- Has the courage to do the right thing for the right reasons
- Willing to constructively challenge management, when appropriate, contributing to positive and productive discussions
- Asks the right questions
- Has an independent perspective and avoids “groupthink”
- Strategic thinker with innovative ideas and big picture perspective
- Has a passion for community-building and making Calgary the ultimate host city
- Bold and visionary; is a self-starter who is persuasive, intuitive, and exercises sound professional judgement, maturity, integrity and diplomacy
- Committed, highly reliable and able to prioritize and adhere to strict timelines

APPLICATION REQUIREMENTS

If you are:

- (i) a **community or thought leader** with an influential personal brand in Calgary; or
- (ii) an executive-level leader with expertise in one or more of: **indigenous relations, sport sector or creative industry leadership and governance, or consumer brand activation and/or corporate sponsorship**

we’d love to receive an application from you!

Application Requirements:

- Cover letter indicating your interest and background
- Current resume

How to Apply:

To apply, please upload a document containing your resume and cover letter through the Pekarsky & Co. “Apply Now” feature at the bottom of this website: <https://pekarskyco.com/jobs/committee-members-calgary-sport-major-events-committee-wr-699/>

Applications will be accepted until **July 31, 2023.**



Contact Us



Erin Dand – Client Partner

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Erin Dand is a Client Partner at Pekarsky & Co., where she leads executive search mandates across a variety of industries and roles. As a recovering corporate lawyer, she has particular expertise in conducting legal searches, but her experience extends to senior leadership searches across a number of sectors, including the not-for-profit, tourism & hospitality and professional services industries, to name a few.

Erin holds a Bachelor of Commerce, High Honours in Finance with Great Distinction from the University of Saskatchewan and a Juris Doctor from Osgoode Hall Law School at York University.