

# Civida Board

2026-2028 Term - Recruitment Profile

**1 Vacancy**

Edmonton

Edmonton City Council values the voices of citizens in local governance and is committed to appointing individuals who reflect the diversity of the community. All appointments follow a fair, equitable and inclusive recruitment process.

## Mandate

Civida is a housing management body established through Ministerial Order under the *Alberta Housing Act*, that provides social and affordable housing within the Edmonton region.



## Role of the Board

Members of the Board of Directors contribute to Civida's strategic direction and provide oversight in support of its mandate to deliver safe, secure, and affordable housing. Board members play a key role in shaping strategies that support long term sustainability and positive community outcomes.

Core business strategies include:

- Excellence in property management
- Partnerships that support customer stability and wellness
- Trust-based funder relationships
- Impact driven developments and redevelopments
- Culture of excellence

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## Standing Committees

Board members are expected to serve on at least one standing committee:

- Audit and Finance Committee
- Governance and Human Resource Committee

## Current Board Activities

- Establishing and reviewing Civida's strategic direction.
- Engaging in advocacy initiatives related to Civida and the community housing sector.
- Providing fiduciary oversight, including review and approval of operational and capital budgets
- Approving land and building acquisitions and dispositions for affordable housing purposes.
- Developing governance policies related to Civida's operations.
- Supporting revenue diversification.
- Supporting and evaluating the performance of the Chief Executive Officer.
- Providing input on housing related legislation.

## Honoraria and Expenses

Meeting Criteria	Board and Committee Member Rate	Board or Committee Chair Rate
Up to and including four (4) hours in any day	\$115.00	\$169.00
Over four (4) hours and up to and including eight (8) hours in any day	\$191.00	\$290.00
Over eight (8) hours in any day	\$306.00	\$454.00

## Appointment Term

- City of Edmonton Board members are appointed for up to two-year terms, from May 1 to April 30.
- Reappointments may occur up to a maximum of eight consecutive years.
- Reappointment eligibility follows [Procedure C575E, Agencies, Boards, Committees and Commissions](#).

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## To Apply

- Applicants must complete the online application questions and attach a current resume.
- If shortlisted, two written letters of reference confirming suitability must be submitted prior to interviews.
- To request an accommodation, please contact 780-496-8178 or [civic.agencies@edmonton.ca](mailto:civic.agencies@edmonton.ca). We strive to provide reasonable access and accommodations throughout the application and selection process.

## Recruitment Timeline

The Executive Committee serves as the Selection Committee for Civida Members. It is anticipated that selection processes will take place on the following dates:

- **January 25, 2026** - Posting closes
- **March 16, 2026** - Applicant Shortlisting
- **April 14, 2026** - Interviews
- **End of April 2026** - Appointments by City Council

## Qualifications

- Minimum of 10 years of experience in governance, leadership, or senior decision-making roles.
- Expertise in one or more of the following areas:
  - board governance and,
  - housing industry or social housing sector,
  - business,
  - finances, and/or
  - community and social responsibility.
- Relevant experience in the social services sector, through professional or lived experience.
- Ability to meet the required time commitments.
- Independence from Civida, including not having been a previous employee or board member of Civida or Capital Region Housing.

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The logo for the City of Edmonton, featuring the word "Edmonton" in a stylized font with a blue and grey gradient background.

## Member Attributes

- Commitment to affordable housing and community well-being.
- Strong relationship building skills with internal and external stakeholders.
- Sound judgment, professionalism and collaborative decision-making.
- Ability to manage competing priorities and work through complex issues.
- Respectful, calm and constructive participation in Board discussions.

## Time Commitment

Members must be able to:

- Commit up to **10 hours per month** on Board-related activities.
- Attend five in-person Board meetings per year from 4:00 p.m. - 6:00 p.m.
- Participate in one annual in-person strategic planning session (may occur on a weekend).
- Serve on one standing committee.
- Have access to the necessary technology to participate in virtual meetings, if required.

## Member Expectations

As a member of a Governance Board of Directors, your role will be to:

- Ensure the Corporation operates within the powers and duties as set out in the Ministerial Order, and fulfills its mandate as a Management Body under the *Alberta Housing Act*.
- Provide governance oversight in collaboration with the Chair and the Chief Executive Officer.
- Initiate, review, evaluate and/or make decisions on the Corporation's major objectives and policies.
- Approve the annual operating budget.
- Actively participate in Board meetings, planning sessions and other Board activities.
- Review materials in advance, participate in discussions, and uphold decisions of the Board.