



JOB POSTING

DIRECTOR, GOVERNANCE LEGAL & GOVERNANCE

In conjunction with OMA General Counsel and Corporate Secretary, the **Director, Governance** is responsible for oversight of OMA governance which includes leading the continued review and refinement of the OMA's current governance structure in order, to develop strategy on how to achieve governance reform, and acting as a liaison between OMA management and the Board of Directors and Governance Committee on all governance issues.

RESPONSIBILITIES AND DUTIES

- Administer governance initiatives, and provide governance advice, monitor and ensure that OMA governance changes are reviewed, modified, reflect best governance practice, including creating strategies on how to adopt and implement these changes;
- Provide support to the Chair of the Board, OMA Council and committee (including the Board Governance and Nominating Committee and the Council Governance Steering Committee) as required specifically ensuring alignment of priorities and objectives;
- In consultation and collaboration with General Counsel, stay informed about changes in OMA bylaws and provincial and federal regulations and ensure OMA's compliance; oversee and direct the implementation of changes to governance coming out of review work approved by the Board;
- Make recommendations to improve the efficiency and effectiveness of OMA's governance and administration processes based on research of best practices; work with stakeholders within the OMA and its governance venues to review and adjust current governance compensation mechanisms (e.g. honoraria and expense reimbursement policies and structures) to simplify processes while ensuring fair compensation for physician contribution;
- Develop a strategy to adopt new governance behaviours, monitor such adoption, and work with leaders and change management resources to identify deviations from the intended model, intervene, if required;
- Oversees all OMA activities relating to various annual general meetings (CMA, AGM and CMA Board meeting).

Education: Master's Degree in Business Administration, or equivalent; Training and/or certification in governance

Experience: 6-9 years of relevant experience; expertise in governance principles and practices; experience in a membership or non-for-profit association, such as reporting to a CEO or Board Chair, is an asset

Interested candidates should forward their cover letter and resume to the Human Resources Department at hr@oma.org

Ontario Medical Association is an equal opportunity employer. We will accommodate your needs under the Ontario Human Rights Code.