

## **PVSC Board of Director Posting – 2 Director vacancies for elected municipal councillors**

### **Property Valuation Services Corporation (PVSC)**

We serve Nova Scotians by providing property assessment services and information to Nova Scotia's 49 municipalities and property owners across the province. Local governments use the property values we provide to inform how they distribute property taxes, which fund important local services and build communities.

### **About Us:**

We believe it's a privilege to work with our clients and make every impression count – from start to finish. Our commitment to always move our business forward makes us a leader within the assessment industry and we are always looking for ways to deliver additional value in the work we do for municipalities in Nova Scotia.

To achieve our organizational goals, a strong, strategic board of directors is critical to help guide the direction of the corporation.

We are looking to recruit a municipal councillor, interested in working with other Board members and PVSC staff to:

- Establish a long-term strategic plan
- Create multi-year operational and capital budgets
- Ensure external financial audits are completed
- Ensure the Board and the organization adhere to governance best practice

### **As a potential member of our board, you will have:**

- Experience in serving Nova Scotia citizens, knowing what is important to the future sustainability of municipalities in NS.
- Experience in modern corporate governance principles and best practices in a culture of accountability and transparency.

### **Skills and Abilities:**

- Able to develop effective working relationships with other board members and our business partners and stakeholders to advance the organizational strategy;
- Able to anticipate emerging issues and apply strategic thinking to assess scenarios, develop options, and focus on priorities with the long-term vision in view;
- Ask appropriate questions to management to ensure the translation of the strategy to action;
- Stay on point with clearly set priorities and timely decision making;
- Able to drive results with perseverance and an appropriate sense of urgency.

The Board meets at least four times per year, and meetings typically last about three hours. Board members are also required to sit on one or two Board Committees which meet four to five times per year. Board development activities happen at least once a year for a workshop or "retreat" day regarding topical strategic matters.

**Board terms are for four years and may be renewed for a second term. Directors are paid an annual retainer of \$5,000 paid in equal monthly installments plus expenses as allowable.**

Board members are expected to be prepared for all meetings, having read written reports and documents that are circulated in advance.

Appointees must uphold the highest standards of probity and are expected to demonstrate behaviours that afford respect, equality and dignity to everyone they interact with. All appointees are subject to the PVSC Code of Conduct and when applicable, the Municipal Conflict of Interest Act.

We will contact the references of successful candidates to confirm that they have the following personal attributes:

- Sound judgement
- Excellent interpersonal skills and elevated emotional intelligence
- High ethical standards and integrity

### **How to Apply**

If you would like to be considered for a position on the PVSC Board of Directors, please submit a letter of interest of no more than two pages and your resume attention Tracy Williams at [PVSC-Careers@pvsc.ca](mailto:PVSC-Careers@pvsc.ca) by January 9<sup>th</sup>, 2025.

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