



Call for Board Members, Committees and Working Groups

ABOUT DISCOVERY GEOPARK

Discovery UNESCO Global Geopark is a beacon of natural and cultural wonder, proudly standing as Newfoundland and Labrador's first Geopark, and one of only five in all of Canada. Spanning an awe-inspiring 1,150 square kilometers, the Geopark is a tribute to the region's extraordinary geological, natural, and cultural diversity, boasting over 280 kilometers of rugged, untouched coastlines and breathtaking landscapes.

More than just a place, Discovery Geopark is an invitation—to explore, learn, and connect with the rich history, captivating folklore, and vibrant traditions of the Bonavista Peninsula. Here, the story of the earth is woven together with the living heritage of its people and the abundant biological diversity that thrives in its wild beauty. Aligned with UNESCO's Sustainable Development Goals, we are dedicated to becoming Canada's premier UNESCO Global Geopark.

But we cannot do it alone. We call upon the hearts and minds of individuals, groups, and institutions to join us in this exciting journey, building a future where nature, culture, and community thrive together.

Are you ready to join us as a Volunteer with Discovery UNESCO Global Geopark?

We are looking for individuals who may have backgrounds in:

- Geology and Geosciences
- Accounting and Legal
- Community Development
- Marketing
- Environmental Science
- Heritage Preservation
- Planning
- Education
- Project Management
- Tourism Development
- Fundraising and Revenue Development

Previous experience is not required however Volunteers commit to working collaboratively and in good faith with other members of the Board, Committees and Working Groups to achieve the goals of Discovery UNESCO Global Geopark.

Our Mission

Building on the successes of previous chairs and the board of directors, who guided the organization through its initial conceptualization, UNESCO designation, and first revalidation, the interim board is committed to establishing governance and organizational practices that address the current needs of the organization. We aim to support our dedicated staff in their crucial work for the Geopark by implementing changes that will enhance community engagement, improve local and provincial Board representation, and provide more effective operational guidance. These efforts will ensure that we not only meet but exceed the revalidation requirements for 2025.

Board of Directors

All 2024 expressions of interest for Discovery Geopark's Board of Directors, committees and working groups will participate in an interview with Conach Consulting. The deadline for expressions of interest is October 21st, 2024. A special Nominations Committee will review all applicant profiles developed by Conach and propose a slate of directors for the 2024 election of officers (November 7th 2024).

Non-residents with specific skillsets or expertise required by the Board may be appointed to At Large positions for a defined term. Working groups/ Committees will be appointed after the AGM. Nominations from the floor are permitted for positions left vacant by the nominations committee, however, an interview must be scheduled with Conach and appointment is not guaranteed. Terms will be determined as 1, 2 and 3 year in 2024 and will renew for 3-year terms.

For Questions about this process, please email info@discoverygeopark.com. Please note your response may come directly from Conach Consulting.

Opportunity

The Discovery UNESCO Global Geopark is looking for members to participate in Governance of the organization and help achieve the mission and vision of the Geopark.

Members may contribute to the organization by nominating for the following:

- One of 12 Positions on the Board of Directors
- Membership of one of three Standing Committees:
 - Governance and Human Resources
 - Finance and Administration
 - Revenue Development and Fundraising
- Participating in one of three specific purpose Working Groups:
 - Marketing and Promotion
 - Community Liaison and Partnership
 - Geoscience and Technical

Eligibility

We are particularly searching for candidates in the following categories:

- Representatives of Incorporated Municipalities
- Representatives of Non-Profit Organizations
- Representatives of the Private Sector
- Representatives of the Indigenous community
- Educators from the secondary or post-secondary sector

If you are an individual who feels they have something to contribute – in any way at all – we want to hear from you. We also need volunteers to sit on our Standing Committees, Working Groups and help with events and maintenance of our existing geosites.

Duties and Responsibilities

Board meetings are held monthly, with the possibility of additional meetings in extraordinary circumstances.

In addition, an Annual General Meeting is held, usually in the Fall. Generally, meetings are held as a combination of in-person and by virtual platform.

Board members are expected to attend all meetings of the Board as well as relevant committee meetings. All reports for Board meetings are circulated in advance of each Board meeting in order for Board members to read these materials prior to the meeting.

Discovery Geopark requires that Board members are familiar with and comply with the Duties and Responsibilities of the Board as set out in the Board's Bylaw and policies.

New Board members will be provided with orientation and any required training prior to attending their first meeting.

Board members are expected to:

- Advocate for the Mission, Vision and Values of the Discovery Geopark within our communities, and with our partners, stakeholders and funders;
- Contribute, according to their own means and abilities, the resources of time, knowledge, networks and/or financial support;
- Be open to and aware of diverse community voices and learn from others;
- Be respectful at all times and engage in collaborative decision making at every possible opportunity;
- Be self-motivated to advance the strategic priorities of the organization;
- Commit to excellence and good governance.



Standing Committees

Governance and Human Resources Committee

The Governance and Human Resources Committee has responsibility for the Bylaws, Constitution, development of policies with respect to the board (i.e. Confidentiality Agreements, Conflict of Interest Statements, etc.) as well as the nominations process for current and future vacancies. It is also responsible for overseeing Human Resources issues including management of employees, contracts, position descriptions, performance assessment and other areas as required. The chair of this Committee will be from the Board of Directors while members will be drawn from the community with the specific skills needed to appropriately address all these areas.

Finance and Administration Committee

Finance and Administration Committee oversees the financial responsibilities of the organization with relation to budgeting, expenditures, handling income and ensuring the judiciary responsibility for financial matters. Administration is also addressed through this committee in relation to the ability of the organization to operate and sustain its operational structure

Revenue Development and Fundraising Committee

The Revenue Development and Fundraising committee oversees the planning, development, management, and implementation of the Geopark's fundraising plan. Its key purpose is to raise funds for the Geopark and to ensure the financial viability and stability of the organization. The committee typically develops fundraising strategies, finds potential donors, organizes fundraising events, and manages various fundraising activities aimed at generating financial support.

Working Groups

Marketing and Promotion Working Group

Every organization needs to "get their story told" both to attract visitors and funding. Without appropriate marketing an organization can lie dormant without attracting tourists and locals. Increased and documented attendance is often tied to funding; therefore, this is an area which requires skill and commitment.

Community Liaison and Partnership Working Group

The purpose of the Community Liaison and Partnership Working Group is to strengthen relationships between the Discovery UNESCO Global Geopark and its surrounding communities. The group aims to foster collaboration, mutual support, and active participation in the Geopark's initiatives by building and maintaining strategic partnerships with local organizations, Indigenous communities, businesses, and educational institutions.

The Geosciences Technical Working Group

The Geosciences Technical Working Group is established to provide expert guidance, scientific oversight, and strategic advice on all matters related to the geosciences within Discovery UNESCO Global Geopark. The working group will support the non-profit geopark's mission to conserve geological heritage, promote sustainable geotourism, and facilitate education and research in earth sciences.

A scenic landscape featuring a river flowing through a valley with steep, rocky cliffs. The water is calm, reflecting the surrounding environment. The sky is overcast, creating a soft, diffused light across the scene.

The Discovery UNESCO Global Geopark is poised to take the next step into unlocking its full potential.

To prepare the Discovery UNESCO Global Geopark for its future growth and expansion the current Board of Directors have launched a process of organizational and governance renewal. The goal of the renewal process is to broaden community participation through providing increased opportunities for engagement, and to strengthen operational practices by enhancing and improving policies, procedures and processes.

These efforts are timed to coincide with the implementation of the Atlantic UNESCO Tourism Corridor Strategy Program as part of Destination Canada's efforts to create a more resilient tourism industry through accelerated destination development of corridors across Canada.

The Vision is to have an organization with deep roots in the community, governed by skilled and enthusiastic Board members with an unshakeable commitment to collaboration and shared values, and utilizing the skills of interested volunteers and staff to develop and implement a multi-year comprehensive management plan.

How to Apply

Persons interested in serving on the Board, Standing Committees or Working Groups are asked to complete a profile at the following link: <https://www.surveymonkey.com/r/DUGG>

Everyone who puts their name forward will be contacted for an interview. Please ensure you have completed the Profile by October 21st, 2024.

For further information on the Discovery UNESCO Global Geopark please visit www.discoverygeopark.com