



## BURNS LAKE VENTURE CORP.

### Board of Directors - Application Form

Submit completed form with resume, cover letter, and references by August 14, 2026

Email to: [rnitchie@burnslake.ca](mailto:rnitchie@burnslake.ca) | Phone: 250-692-7587

#### 1. PERSONAL INFORMATION

Full Name (REQUIRED):

Email Address (REQUIRED):

Phone Number (REQUIRED):

Mailing Address:

How long in Burns Lake area?:

#### 2. ELIGIBILITY CONFIRMATION (REQUIRED)

- ☐ I am at least 18 years of age
- ☐ I am not an elected official of any level of government
- ☐ I am not a current Village of Burns Lake employee
- ☐ I do not have an undischarged bankruptcy
- ☐ I have not been convicted of corporate-related criminal offences
- ☐ I can commit 10-15 hours per month to Board service
- ☐ I have read the BLVC Board Information Package

#### 3. PROFESSIONAL BACKGROUND

Current/Most Recent Position Title:

Organization/Employer:

Years of Professional Experience:

Primary Industry or Field:

#### 4. SKILLS AND EXPERTISE (check all that apply)

- ☐ Real Estate / Property Development / Land Sales
- ☐ Finance / Accounting / Business Finance
- ☐ Business Management / Entrepreneurship
- ☐ Legal / Governance / Corporate Law
- ☐ Marketing / Community Relations
- ☐ Construction / Infrastructure / Engineering
- ☐ Strategic Planning / Business Strategy
- ☐ Other:



## 5. RELEVANT EXPERIENCE FOR BLVC (300 words max)

Describe your experience relevant to BLVC's mandate (land sales, economic development, corporate oversight):

## 6. TIME COMMITMENT

BLVC requires 10-15 hours per month (6-8 meetings/year). Can you commit?

- ☐ Yes, I can commit to 10-15 hours per month
- ☐ No, I cannot commit
- ☐ Uncertain - I would like more information

## 7. BOARD AND GOVERNANCE EXPERIENCE

Have you served on boards? Describe (organization, role, years):

## 8. CONFLICTS OF INTEREST

Disclose any conflicts (business competition, family ties, financial interests, etc.):



## 9. WHY INTERESTED IN SERVING ON BLVC? (300 words max)

## 10. EDUCATION AND PROFESSIONAL CREDENTIALS

Education:

Certifications/Licenses:

## 11. PROFESSIONAL REFERENCES (2-3 required)

References will only be contacted for shortlisted candidates.

### Reference 1:

Name:  Title:

Email:  Phone:

### Reference 2:

Name:  Title:

Email:  Phone:

### Reference 3:

Name:  Title:

Email:  Phone:

## 12. ACKNOWLEDGMENT AND CONSENT

I confirm information is true and accurate. BLVC Board service is a professional governance role with significant time commitment and fiduciary responsibilities. If appointed, I will be subject to BLVC's conflict of interest policies. I will receive D&O liability insurance. I agree to maintain confidentiality of Board discussions.

Signature:

Date:

## SUBMISSION INSTRUCTIONS

Email completed application with:

- Resume or CV (2 pages max)
- Cover Letter (1 page)
- Professional References

To: Ryan Nitchie, Chief Administrative Officer

Email: [rnitchie@burnslake.ca](mailto:rnitchie@burnslake.ca)

Phone: 250-692-7587

Website: [www.burnslake.ca](http://www.burnslake.ca)