



Christi Belcourt, Reverence for Life — Acrylic on Canvas, 2013 — Collection of the Wabano Centre for Aboriginal Health

Recruitment for an Indigenous Person to join CIHI's Board of Directors

December 14, 2022

As part of our reconciliation work, which includes commitments to respecting Indigenous [data sovereignty](#) and [cultural safety and humility](#), the Canadian Institute for Health Information (CIHI) is seeking a First Nations, Inuit or Métis person to join CIHI's Board of Directors.

CIHI is committed to working with First Nations, Inuit and Métis Peoples through respectful engagement and Indigenous-driven processes. Partnerships with Indigenous organizations are a priority for CIHI's Board of Directors as it strives to learn more about what's important to these organizations and to work together on shared priorities. Although we are seeking an Indigenous person to join our Board, all directors are committed to meeting certain expectations, participating in learning opportunities relevant to cultural safety and supporting the advancement of Indigenous priorities on CIHI's Board of Directors.

The Board represents the collective interests of health leaders and federal, provincial and territorial governments regarding CIHI's activities that require national direction. CIHI's Board serves as a national coordinating council for health information in Canada and fulfils 4 key roles: stewardship, advisory, fiduciary and monitoring. Duties of the Board include providing leadership by articulating a broad vision for health information in Canada and advising the Conference of Deputy Ministers on health information matters, while highlighting CIHI's contribution. The Board ensures effective financial planning of adequate resources; plays a role in shaping directions, policies and programs at CIHI; and evaluates the performance of the CEO and the Board. The ideal candidate for the Board of Directors is an experienced senior leader who is highly knowledgeable about the health and/or health information fields, and is in a position to effectively influence opinion leaders and decision-makers.

You can see a list of [current members](#) and our [strategic plan](#) on our website.

Additional details regarding the Board of Directors — including the term, meeting frequency and relevant skills we seek to balance across members — are attached for reference.



Why is this important?

The need for information to support decisions and policy has never been greater. As CIHI works with jurisdictions and partners to advance the state of health information and information governance in Canada, our commitment to Indigenous data sovereignty and to advancing cultural safety needs to be in lockstep with this progress. While the Board recognizes that no individual is expected to represent the interests of diverse Indigenous Peoples, directors of the Board can work together to support CIHI and health systems in driving important change.

The application process

1. Self-nomination: This opportunity is open to only First Nations, Inuit and/or Métis applicants. If this opportunity interests you, please email your resumé and a cover letter by **February 9, 2023**, to CIHI's Corporate Secretariat: corporatesecretariat@cihi.ca. The cover letter should indicate why this opportunity interests you and aligns with your experience, as well as your First Nations, Inuit and/or Métis community connection.

2. Screening: CIHI's Indigenous Health team and the Board's Governance and Privacy Committee will review applications based on the criteria outlined in the attached Board of Directors position description and the current needs of the Board based on the Skill Matrix. CIHI may consult with First Nations, Inuit and Métis health partners as part of the screening.

3. Letters of support and interview: Short-listed candidates will be invited to submit a letter of support from their First Nations, Inuit and/or Métis community or from recognized Indigenous organization(s) of which they are members and to participate in an interview.

Selection may take several months, and we anticipate that the formal nomination of the successful candidate will occur at the July 2023 annual general meeting. We will do our best to keep interested candidates informed throughout the search process.

Should you have any questions regarding this opportunity, please email corporatesecretariat@cihi.ca.



CIHI Board Member Position Description

Accountability

The Board of Directors provides the strategic leadership necessary to establish and review the vision, mandate and corporate goals and priorities of CIHI. As a whole, the Board represents the collective interests of the provincial, territorial and federal departments, Indigenous partners and quasi-government or private sector for the activities of CIHI requiring national direction.

Members of the Board for CIHI serve as a national coordinating council for health information in Canada.

Responsibilities

- Attend all Annual General and Board meetings
- Act as a spokesperson for the organization, serving as a symbol of the organization to both internal and external constituencies
- Participate in at least one Board committee
- Specific stewardship, advisory, fiduciary and monitoring responsibilities are below.

Commitment

The CIHI Board meets 3 times each year in March, June, and November. As of May 2022, the March and November meetings are virtual. Public health measures permitting, CIHI will hold its June meeting in person over two days. The June meeting will typically include broader strategic discussion and/or engagement with local health systems/leaders in the destination city. CIHI also holds an Annual Meeting of its Members electronically in July.

Qualifications

- A recognized individual knowledgeable about the field of health, health systems and/or health information
- In a position of authority to influence opinion leaders/decision-makers
- Possesses superior leadership and communication skills
- Has insight to help shape health information directions, policies and programs
- Brings visibility and enhances the profile of the organization

Composition

The CIHI Board is comprised of 16 members {note: this will be updated pending special resolution} and is proportionally constituted to create a balance among health sectors and



regions in Canada. It links federal, provincial and territorial governments with Indigenous partners and non-government health-related groups.

CIHI's Board includes:

- 1 Director or designate from Health Canada
- 1 Director or designate from Statistics Canada
- 10 Directors; each of the 5 regions is represented by 2 Directors, as follows:
 - I. 5 Directors nominated by the provincial/territorial governments
 - II. 5 Directors acting as non-government representatives
- 2 Directors at large, that are not associated with government
- 1 Director at large who is a First Nations, Inuit or Métis person.
- 1 Territorial representative, from either the non-government or government health care sector
- 1 Director-at-large, either government or non-government, that acts as the Chair

Term

A Director is eligible to serve on the CIHI Board for 2 consecutive terms not to exceed, in the aggregate, 8 years. This term is abrogated should the Director be elected to the position of Vice-Chair or Chair.

Diversity

CIHI is committed to creating and fostering a diverse, equitable and inclusive work environment that reflects the peoples' lives that we impact and the Canadian healthcare community that we work within. We strive to create an environment where everyone is comfortable being their authentic selves. We welcome Indigenous peoples and persons from all races, ethnicities, gender identities and expressions, sexual orientations, and physical or mental abilities to be part of our team.

Key Board Responsibilities

More specifically, the key Board responsibilities have been identified as follows:

The Stewardship role involves:

- providing leadership in articulating and communicating a broad national vision for health information
- identifying CIHI and Statistics Canada's Health Statistics Division (HSD) role in achieving that vision
- enunciating strategic directions/plans for CIHI and setting priorities for achievement
- suggesting health information priorities for HSD



- respecting First Nations, Inuit, and Métis data sovereignty
- requesting and approving policy proposals/positions

The Advocacy role involves:

- advising the Conference of Deputy Ministers and their advisory committees on health information matters
- keeping individual Deputy Ministers and selected stakeholders informed about Institute/HSD matters
- advising on how to promote the effective use of health information in policy making and decision making while highlighting CIHI/HSD's contribution
- enhancing the organization's public image
- promoting Indigenous cultural safety and humility

The Fiduciary role involves:

- ensuring effective financial planning
- ensuring adequate resources (including new monies) to accomplish mission
- appointing an auditor and reviewing/approving the auditor's report

The Monitoring role involves:

- monitoring the organization's programs and services for progress and result
- reviewing performance of the CEO
- assessing performance of the Board

In addition to these roles, members are expected to exercise a standard of care and to apply the level of skill and judgment that may reasonably be expected based on their knowledge and experience.

CIHI Board of Directors Skill Matrix 2022/2023

Skill	Definitions
Health Services Management	Experience managing health care services, including the assurance of quality, safe and patient-centred care, and knowledge of health information standards
Health Research	Experience in any health research environment, including evaluation/outcomes measurement, specialized populations, economics, etc.
Governance	Knowledge of organizational governance principles and practices; experience in successfully applying the knowledge to benefit an organization.
Finance	Experience in and ability to conceptually understand the financial position of the organization as presented in its financial statements
Health Professional	Experience delivering health care services as a clinician
Privacy Knowledge	Experience and knowledge of health information privacy legislation; experience in successfully applying the knowledge to benefit an organization.
Population Health	Knowledge of population health principles and practices; experience in successfully applying the knowledge to benefit an organization.
Information Technology	Knowledge of current and emerging trends in information technology; experience in successfully applying the knowledge to benefit an organization.
Patient Experience	Sustained experience in navigating the health system, receiving a range of services across multiple points in the care continuum as a patient, family member or caregiver
Information Management / Security	Knowledge of current and emerging trends in information management / information security; experience in successfully applying the knowledge to benefit an organization.
Equity, Diversity, and Inclusion Experience	Experience gained directly from working in or participating in EDI practices, work or committees. This could also include paid or volunteer work with under-represented or systematically marginalized communities, or work that helps to centre these voices in your own organization, as well as knowledge/experience gained from studies.