

## Board Selection Criteria

| Agency, Board or Commission |  | Public Archives Board of Trustees  |
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| <b>1</b>                    | <b>Statute</b>                                       | C. 24 of the Acts of 1998, the Public Archives Act, as amended, C. 26 of the Acts of 2011  |
| <b>2</b>                    | <b>Purpose</b>                                       | To advise the Provincial Archivist on the general direction of the Public Archives and perform an oversight role.  |
| <b>3</b>                    | <b>Functions</b>                                     | Reviews major initiatives and significant changes in terms of program plans, policies and priorities, and makes recommendations to the Minister and public bodies regarding these as appropriate; supports development and improvement of the Public Archives; and establishes policies and procedures for the management of all amounts received by the Public Archives other than its provincially-funded operating budget.  |
| <b>4</b>                    | <b>Composition</b>                                   | The Board consists of the Lieutenant-Governor of the Province (Patron); Chair, appointed from Board members by Governor in Council and whose term is set by Governor in Council; Deputy Minister of Communities, Culture and Heritage, or designate; Deputy Minister of another Government department, or designate (ie. TIR); Legislative Librarian; Provincial Librarian; 4 representatives from archival, records management, historical and genealogical organizations in the Province; up to 4 representatives from academic and general research communities in the Province interested in furthering the aims and objectives of the Public Archives. The Vice-Chair is appointed from members by the Board. The Provincial Archivist is Secretary to the Board. |
| <b>5</b>                    | <b>Formal Qualifications</b>                         |  |
|                             |  |  |
| <b>6</b>                    | <b>Work &amp; Experience Requirements</b>            |  |
| <b>7</b>                    | <b>Skills Required</b>                               | General interest in furthering the aims and objectives of the Public Archives.   |
| <b>8</b>                    | <b>Statutory/Traditional Nomination Requirements</b> |  |
| <b>9</b>                    | <b>Term of Appointment</b>                           | The 4 representatives nominated from archival, records management, historical and genealogical organizations, and up to 4 members at large from the academic and general research communities whose positions are publically advertised shall hold office for a term of 3 years; may be reappointed for one consecutive term.  |

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| <b>10</b> | <b>Remuneration</b>                 | Reimbursed for reasonable meeting expenses.   |
| <b>11</b> | <b>Anticipated Time Commitments</b> | 3 half-day meetings per year (provision for a 4 <sup>th</sup> meeting if necessary) |
| <b>12</b> | <b>Other Notes</b>                  |   |