



INUIT CIRCUMPOLAR COUNCIL (CANADA)
TERMS OF REFERENCE
2022-2026
VICE-PRESIDENT (INTERNATIONAL AFFAIRS)

CLASSIFICATION: ELECTED LIMITED PART-TIME, NON-SALARIED TERM POSITION

REPORTS TO: ICC CANADA BOARD OF DIRECTORS

The ICC Canada Vice-President (International Affairs) is an officer of the organization and is one of the two Canadian members of the ICC Executive Council. The primary role the Vice-President (International Affairs) is to attend meetings of the ICC Executive Council.

The ICC Canada Vice-President (International Affairs) is also Vice-President (International Affairs) of the ICC Foundation/Fondation ICC, and carries out these duties in accordance with the ICC Foundation by-laws.

The position of the ICC Canada Vice President (International Affairs) is a part-time, non-salaried term position.

DUTIES AND RESPONSIBILITIES:

ICC CANADA

- Participate in meetings of the ICC Canada board and members;
- Represent the organization at meetings as requested by the President or the ICC Canada Board, and as time and funds permit.

ICC EXECUTIVE COUNCIL

- Participate in meetings of the ICC Executive Council;
- Work with the ICC Chair and other Executive Council members to provide direction for implementation of the four-year international mandate as identified by the General Assembly;
- Provide a Canadian Inuit perspective to deliberations on international policies and positions of the ICC Executive Council; and
- Participate in ICC committees and working groups as requested by the President or the ICC Canada Board, and as time and funds permit.

LEVEL OF ENGAGEMENT:

The Vice President (International Affairs) is a limited part-time position. The estimated number of days required to fulfill the Vice-President's corporate responsibilities would range from 20 to 35 per year based on the following:

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| • Executive Council Meetings + teleconferences (2 per year) | 7-14 days |
| • ICC Canada Board meetings + teleconferences (2 per year) | 6-12 days |
| • ICC Canada AGM | 3-4 days |
| • Miscellaneous teleconferences & meetings | 4-5 days |

REMUNERATION:

This is a non-salaried position, however when carrying out these duties, professional fees may be provided when the Vice-President (International Affairs) does not receive monetary compensation from another source.

Any reasonable business expenses properly incurred during the term of engagement may be reimbursed subject to compliance with ICC's expense reimbursement policies and practices, and presentation of proper receipts and expense reports.

TERM OF OFFICE:

The term of office is for four years, beginning July 21, 2022 and ending on the last day of the 2026 ICC General Assembly.