

Retirement Homes Regulatory Authority Board Vacancy

The Retirement Homes Regulatory Authority (“RHRA”) is seeking diverse candidates for one elected seat on its Board of Directors.

Preferred Qualifications and Features

- Previous board experience and/or formal training in corporate governance;
- Experience or knowledge of the retirement home sector and/or seniors’ care and housing issues, preferably from a consumer perspective;
- Healthcare and social systems knowledge, with a health policy focus;
- Expertise in data and analytics;
- Understanding of modern regulatory principles; and
- Representative of the cultural and regional diversity of Ontario: Francophone heritage and/or resident of northern or western Ontario.

Additional information regarding board competencies and minimum standards for all board members is set out in the attached overview.

Process

- Outstanding candidates are invited to submit a cover letter, resume, and two letters of reference by email to maeyu.tan@rhra.ca no later than **Friday, April 26, 2019**. Please note that a criminal reference check may be requested.
- Short-listed candidates may be asked to attend an interview with a Nominating Committee on **Friday, June 14, 2019**, between 9:00 a.m. and 5:00 p.m. in Toronto, ON.
- Questions may be directed to Ms. Mae-Yu Tan, Governance and Regulatory Policy Specialist (phone: 416-440-1318).

Expected Contribution

- Prepare for and participate in a minimum of four Board of Director and committee meetings each year. (Approximately one and one-half days each quarter).
- Attend the RHRA Annual General Meeting and Celebration Event.
- Participate in other activities and functions as may be required from time to time, including board education and assessment.

Other Information

- The position is for a **three-year term, effective December 2019**. Directors are eligible for re-election and may serve a maximum of nine consecutive years.
- Directors receive per diems amounting to \$500 for a full day.
- Directors are reimbursed for travel to quarterly meetings in Toronto, accommodations, and other reasonable expenses.
- Directors also may be supported in approved educational activities.
- Candidates must be at least 18 years of age and reside in Ontario. They may not be an employee of the RHRA, have the status of bankrupt, or be a director or employee of an international, national, or provincial organization or association whose objects include advocacy or government relations on behalf of retirement homes.

The RHRA has a diverse workforce and is an equal opportunity employer. We welcome and encourage applications from people with disabilities, and accommodations are available on request for candidates taking part in all aspects of the selection process.

<https://www.rhra.ca/en/>

Overview

The RHRA is governed by a nine-person Board of Directors, including four members appointed by the Lieutenant Governor in Council and five members elected through a nomination process by the Board. The Minister for Seniors and Accessibility designates a Chair of the Board from among the Directors. The Board consists of a mix of consumers and representatives of business, retirement home industry, government, and government organizations.

Board Competencies

Please see **Schedule “G”** – Board Competency Criteria - in the [MOU](#).

Corporate Mandate

The RHRA is a self-financing authority independent of government, with the mandate to license and inspect Ontario’s more than 750 retirement homes where over 70,000 seniors live. The RHRA’s guiding principle is that a retirement home should be a place where residents live with dignity, respect, privacy and autonomy, in security, safety and comfort and can make informed choices about their care options.

The RHRA is an agent for positive change, working with the retirement home sector to increase the protection, safety, and well-being of our aging population. To that end, the responsibilities of RHRA staff include the following:

- Informing and educating the retirement home sector, residents, other stakeholders, and the public about the [Retirement Homes Act, 2010](#), [associated regulation](#), and the RHRA’s role;
- Licensing retirement homes and maintaining a [public register](#);
- Inspecting retirement homes using a risk-based approach;
- Overseeing compliance with the regulations and care standards; and
- Enforcing the Act for the protection of residents.

The [RHRA Strategic Plan 2022](#), [2017-18 Annual Report](#), and [2018-2019 Business Plan](#) provide valuable information about the RHRA and its aspirations.

Board Mandate

The mandate of the RHRA Board is to manage or supervise the management of the affairs of the RHRA. The Board's responsibilities include the following:

- The Board is accountable to the Government of Ontario, through the Minister for Seniors and Accessibility.
- Participate in the development of the RHRA's mission, vision, values, and objectives.
- Provide input into the strategic plan of the RHRA and monitor the organization's progress towards achieving established goals.
- Review the adequacy and effectiveness of the RHRA's regulatory framework, ensuring compliance with the Act.
- Oversee the performance of the RHRA in all areas of its operations.
- Follow developments in the sector, economy, government, etc. that may affect the organization.
- Enhance the RHRA's public standing by garnering support from stakeholders.

Other References

[Memorandum of Understanding](#)

Information about the RHRA and the Ministry for Seniors and Accessibility is contained in the MOU.

[RHRA By-Law Number 1](#)

Details about Directors' duties and Board meetings are contained in this by-law.

[RHRA By-Law Number 2](#)

The criteria to guide the nomination of Directors are described in this by-law.

[RHRA Board of Directors Nomination Policy](#)

The principles and procedures for the nomination of Directors are outlined in this policy.