

# An Opportunity for Community Involvement

## Audit Committee Recruitment

Based on direction from the Ministry of Education, the Dufferin-Peel Catholic District School Board is seeking two (2) volunteer community members with financial expertise and business knowledge to serve on its Audit Committee for a three (3) year term effective February 21, 2011 to Feb. 21, 2014. The primary role of our Audit Committee is to provide assurance to the Board of Trustees that the school board has the appropriate culture, personnel, policies, systems and controls in place to safeguard the school board's assets and to accurately report financial information to internal and external users.

The appointment becomes effective Feb, 21, 2011, with the first meeting to take place by March 31, 2011.

### Eligibility Requirements

- Must be a Separate (Catholic) School Supporter and reside within the Dufferin-Peel Catholic District School Board's jurisdiction;
- An accounting, financial management or other relevant business experience that would enable you to understand public sector accounting standards;
- Is not an employee or officer of the Dufferin-Peel Catholic District School Board or of any other school board at the time of the appointment and;
- Does not have a parent, child or spouse who is employed by the Dufferin-Peel Catholic District School Board.

### Selection Committee

The Selection Committee is a three member panel comprised of:

- the Chair of the Board or a Board member designated by the Chair.
- the Director of Education;
- the board's senior business official.

### Term of Appointment

- Up to three years for initial term with the possibility of re-appointment afterwards.

### Time Commitment

- Generally meet three times per year;
- Two-three hours in duration;
- Teleconferencing available.

### Training Provided

- A two-day training session will be offered on February 24 and 25, 2011 prior to the start of the appointment to tell you everything you need to know about the role of an audit committee member.

### How to Apply

- Submit a letter of interest, including a CV confirming that you meet the eligibility requirements to the attention of:  
  
*Eileen McNeill, Administrative Assistant  
Dufferin-Peel Catholic District School Board  
40 Matheson Blvd. West, Mississauga ON, L5R 1C5*
- Candidates who are short listed may be requested to attend a private interview conducted by the Audit Committee's Selection Committee;
- **Closing date for receipt of applications is January 24, 2011.**

### Further Information

- This is a volunteer position, but members may be reimbursed for out of pocket expenses.
- Visit our website at [www.dpcdsb.org](http://www.dpcdsb.org)

### Questions about the Audit Committee?

Please contact:

Gail Robinson,  
Superintendent of Financial Services

(905) 890-0708, ext. 24262  
[gail.robinson@dpcdsb.org](mailto:gail.robinson@dpcdsb.org)