



How are members selected?

When there is an opening, a short list of candidates is compiled based on the skill requirements of the position and the information provided by applicants and their references, often in consultation with the Chair of the public organization, ministry officials and/or sectoral stakeholders.

If your name is short-listed for a specific position, you will be contacted to confirm your interest. At that time, you would be asked to submit a *Personal and Conflict of Interest Disclosure Statement* and be subject to a security check.

Qualified candidates are recommended for appointment following a selection process that could include personal or telephone interviews, enhanced reference checks or stakeholder consultations.

If you are recommended for appointment, you may be selected to appear before the Ontario Legislature's Standing Committee on Government Agencies. If appointed, you may be required to swear or affirm your allegiance to the Crown and swear or affirm an oath of office.



PUBLIC APPOINTMENTS IN ONTARIO

Appointments to agencies, boards and commissions

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Government of Ontario

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I may be able to serve. Where can I get information?

The Public Appointments Secretariat web site, www.ontario.ca/publicappointments, provides all the information you need to apply to serve as a provincial appointee. It describes the types of organizations operating in the province, their functions and responsibilities, their membership, appointees' remuneration and terms of office.

What is an agency?

Agencies come in many different forms. There are boards, commissions, committees, councils, authorities and foundations. They vary in size and in the scope of their activities from the large operating agencies like the Liquor Control Board of Ontario to small advisory committees like the Ontario Geographic Names Board.

Each is a provincial government organization that:

- is established by the government but is not part of a ministry;
- is accountable to the government;
- has the majority of its appointees named by the government; and
- has assigned or delegated authority and responsibility to perform a public function or service.

The government also makes appointments to many organizations excluded from the financial and administrative requirements of the government, but to which the government makes at least one representative appointment.



How are appointees compensated?

Over 90 per cent of public appointment positions are part-time. Appointees are paid according to levels set out in government directives or as specifically approved by Management Board of Cabinet. Since there is an element of public service in all appointments, rates of remuneration are not necessarily competitive with the marketplace.

There is no requirement that appointees be paid. In fact, in many cases appointees do not receive any payment for their services beyond reimbursement of out-of-pocket expenses they may incur while performing the business of the public organization they are serving.

How do I apply?

To be considered for service, apply online through the Public Appointments Secretariat web site, or download an application form and mail or fax a hard copy of your completed application to the Public Appointments Secretariat.

The Public Appointments Secretariat will only consider information included on the application form. Please do not attach a separate resume to form part of the application form and do not submit any other supporting material, such as reference letters.

After you submit your application, you will be sent an e-mail or letter indicating that it has been received. For a period of three years your application will be assessed based on how closely your qualifications meet the requirements of each appointment. Only the most qualified applicants will be contacted to advance to the next step in the appointment process.

Principles Governing the Appointments Process

The Public Appointments Secretariat is responsible for managing the Ontario government's process of appointing approximately 3,900 Ontarians who serve the public through provincial agencies and other public organizations.

In order for Ontario's agencies and other public organizations to fulfill their mandates, the government has a responsibility to ensure that these agencies are made up of members who are qualified to do the job. The Public Appointments Secretariat strives to ensure that the most qualified individuals having the highest personal and professional integrity serve the public as provincial appointees. Persons selected to serve must also reflect the true face of Ontario's diverse regions and people. These principles provide the government with a framework, or guide, in living up to the responsibility that we are privileged to carry out in governing the Province of Ontario.

Through the Public Appointments Secretariat web site, www.ontario.ca/publicappointments, all Ontarians have an up-to-date and accurate account of all public appointment opportunities and vacancies.