



CWA DIRECTOR RECRUITMENT PACKAGE



Reviewed March 2023

Purpose of Document

This document is prepared to introduce you to our organization, acquaint you with our policies and procedures and provide information you should be aware of as you consider seeking a nomination as a director.

Organization History

Canadian Western Agribition (CWA) is a world-class livestock and trade show and very often referred to as “Agribition” OR “CWA”. It received its non-profit corporation status in 1971. Its reputation, built on excellence, reaches out to attract exhibitors and visitors from around the world.

Regina was the chosen site of CWA primarily because the founders were Saskatchewan breeders, and the City of Regina is located centrally, not only to western Canada but to Canada and North America. Regina was one of the few locations with facilities to host a winter stock show of this scope and magnitude. Few agricultural exhibitions in the world can claim to be a center point for agricultural export, education, and entertainment.

CWA show takes place in over 21 acres of indoor facilities at the REAL District.

Attracting visitors and participants from all over the world, CWA offers a variety of unique Saskatchewan experiences.

Who we are

CWA, located in Regina, Saskatchewan, Canada CWA is a premier event, renowned for being the best beef show on the continent and the largest livestock show in Canada. The show is anchored by beef and features a diverse array of livestock, as well as an extensive agribusiness trade show. CWA is a unique blend of agriculture, Indigenous cultures, and live entertainment, making it a truly immersive experience. As an international hub of agricultural excellence, CWA welcomes over 1,250 international guests from over 86 countries every year. CWA is where the world meets.

Mission Statement

To deliver an educational, entertaining, and competitive experience showcasing Canadian livestock genetics and agriculture products to the world.

Vision Statement

Canadian Western Agribition is a world class livestock event and will continue to be a global leader in the agriculture marketplace.

What You Should Know About CWA

- Established in 1971
- Attracts over 125,000 visitors from Canada, the United States and nearly 85 countries around the world
- Nightly entertainment attracts over 25,000 fans
- Agri-Ed program hosts over 8,000 children from across Saskatchewan
- Features over 3,500 head of livestock, including over 2,000 head of the country's best beef cattle genetics representing 12 breeds
- Six-day show features over \$3 million in livestock sale
- Trade show features over 450 exhibits
- There are 400-plus volunteers and 150 part-time staff



Our Values

- **Leadership** — We promote leadership at all levels
- **Innovation** — We learn, adapt, experiment, and seek to continuously improve
- **Relationship** — We recognize and foster the business relationship that exists between the buyer and seller. We will provide a sustainable environment to strengthen that bond and facilitate commerce
- **Community** — We encourage the creation of a sense of community by all who attend our show for the enjoyment, fun and excitement that exists when people gather to celebrate excellence within an industry
- **Volunteerism** — We appreciate the contribution we are given by each of our volunteers
- **Respect** — We demonstrate fairness, consistency, and compassion in our interactions with others
- **Integrity** — We conduct ourselves in an honest, professional, ethical, and transparent manner; and
- **Trust** — We are reliable, dependable, and accountable for our actions
- **Education** — We create learning opportunities for the betterment of the community we serve

Objectives

- To promote the expansion, development, and interest in agriculture
- To encourage the breeding and improvement of livestock
- To promote interest in agriculture and stock raising, and particularly to organize, sponsor and host an annual agriculture show
- To encourage competition within and among various breeds of livestock, and among producers of other agricultural products
- To focus attention on the outstanding qualities of various agricultural products and breeds of livestock and promote the sale of agricultural products and livestock
- To promote the export of agricultural products
- To foster improved urban-rural relations within the agricultural industry, and
- To provide a forum in which to channel educational information to the agricultural industry and to the public generally



Elected Board Members

- The board of directors (Board) is comprised of a maximum of 24 elected and appointed directors, eight of whom are elected annually to a two-year term
- To be eligible for election to the Board, a nominee must be an Individual Voting Member or a designated representative of a Corporate Member of CWA
There is typically competition for election to the Board. There is no certainty that your nomination will result in election to the Board
- The CWA Executive Committee, except for the chief executive officer (CEO), shall be elected by the directors at the board meeting immediately following the annual meeting
- CWA officers shall consist of a President, Vice President, CEO and three executive members elected at large. The immediate Past President is a member of the Executive Committee

Board Member Code of Ethics

As a Board Member, I will:

- **Represent** loyalty to the interests of CWA with no personal or professional conflicting interests
- **Avoid conflict of interest** with respect to my fiduciary responsibility
- **Not carry out private business** that benefits me from having insider information
- **Recuse myself** from discussion and abstain from voting if there is a conflict of interest
- **Not employ** immediate family members to carry out CWA duties unless the Board, with full knowledge of the family relationship, approves such employment
- **Annually report external activities** to the Board where such activities carry any real, potential, or perceived conflict with my role as a Director of CWA
- **Not attempt to exercise individual authority** over the organization except as explicitly set forth in Board policies.
- **Not speak with the public** on matters relating to Board decisions, policies or practices unless authorized to do so by the Board of Directors
- **Recognize** I have no direct authority over the CEO and other staff
- **Refrain** from publicly passing judgment on the CEO's performance
- **Respect** the confidentiality appropriate to issues of a sensitive manner

Director Responsibilities

- Serving on the Board is an important responsibility. The Board is responsible for guiding the direction of the organization as well as providing oversight and decision-making roles
- As a director you are accountable to the membership. You will need to be prepared to represent the best interests of CWA, always
- You will be encouraged to promote CWA whenever you have an opportunity. Listen to suggestions and concerns and communicate them to CWA, to the committee chair, and/or the CEO, and/or the president.
- Contribute to the advancement of the organization
 - The Board, not the staff, will be responsible for organizational governance
- Other duties of a director may include:
 - Contributing to strategic direction
 - Stewarding the resources and approving policies of the organization
 - Making strategic level decisions appropriate to governance
 - As a Board member, you may be asked to chair a committee; and



Board Meetings

The Board will convene four times per year: April, June, October, and February at the CWA office. These are full day meetings. During the show, daily board meetings are held each morning and typically last no more than two hours. As a director, you must be prepared to the best of your abilities, attend, and participate in all meetings of the Board and the annual meeting.

CWA Committees

- The president shall name a committee chair
- Committee members are volunteers of the organization and serve at the request of the committee chair
- Committee meetings will be at the call of the chair and should be held prior to each Board meeting when deemed necessary
- CWA staff are assigned to committees to provide support to committee chairs. It is your responsibility as chair to ensure each member of your committee understands the objectives and his/her role in implementing the committee's mandate and responsibilities

Committees include:

- Beef (Jackpot, Prospects, Beef Supreme, Junior Beef Extreme, Breed Association, and Stock Exchange).
- Livestock (Sheep, Stock Dogs, and Alpacas)
- (Select Horse, Chore Team and Horse Pull)
- Entertainment (Rodeo)
- Special Interests (International, Volunteers)
- Education (Career Expo, Education, Dairy, 4-H & Youth)
- Trade Show and Conferences (Grain Expo, Indigenous Events)