



Chemical Institute of Canada | *For Our Future*
Institut de chimie du Canada | *Pour notre avenir*

Chemical Institute of Canada – Director of Awards

The Chemical Institute of Canada (CIC) is seeking a chemist, chemical engineer, or chemical technologist to fulfill the role of Director of Awards on its Board of Directors. This position is elected for a three-year term, renewable once for a second term of one, two, or three years. The term for this position begins following confirmation by the membership at the Annual General Meeting of the CIC (May/June). The role involves attending six to ten virtual board meetings per year and an in-person meeting at the CIC AGM during the annual Conference, in addition to the specific responsibilities of the Director of Awards role as follows (with more details in the attached Terms of Reference for the CIC Director of Awards and CIC Awards Committee).

Duties include:

- Overseeing the adjudication of CIC awards, excluding Fellowships, with help of the National Team,
- Serving as Chair of the CIC Awards Committee,
- Acting as the CIC Board's liaison to the CSC and CSChE Directors of Awards,
- Reviewing the CIC awards with respect to maintaining relevancy and financial sustainability of the award portfolio and to ensure consistency with CSC and CSChE awards,
- In their function as Chair of the CIC Awards Committee: ensuring that Equity, Diversity, and Inclusion (EDI) principles are promoted in the nomination processes and awarding of CIC awards and recognitions, overseeing the creation of new CIC awards, and overseeing the discontinuation of underserving awards
- Reporting to the Board typically twice per year on the status of Awards,
- Reporting to the CIC membership on the demographics of nominees and awards winners at the AGM, and
- Serving as a Member of the CIC Chemical Education Fund.

We are seeking a dynamic person who has previous experience in the adjudication of CIC/CSC/CSChE awards and is interested in contributing to the advancement of this organization. Candidates should have sufficient time and energy to devote to this position and be a leader for all chemical sciences in Canada. All members of the Board are expected to promote and advocate for equity, diversity and inclusion amongst all Board Members, National Team Staff, and Members. The Director of Awards **is not eligible to be nominated for, receive, or nominate others for any CIC/CSC/CSChE Awards during their tenure in this position.**

To nominate yourself or a colleague, please email the Chair of the CIC Nominating Committee via CICAdmin@cheminst.ca by February 16, 2026, subject line “CIC Call for Nominations” and attach a *single* PDF file named “CIC Director of Awards Call __*last name*” containing a statement of up to 250 words highlighting experiences with the CIC, CSC, and/or CSChE, and an abbreviated resume/CV of at most two pages. If you nominate a colleague, please ensure that you have their consent before forwarding their information. Nomination packages in either French or English are welcome.

The CIC Board seeks to represent all the CIC membership. In the election process, we aim for balance in areas of chemical interest, geographic representation, and membership demographics, including under-represented and equity-deserving groups. For more information, contact the current Past-Chair, [Josephine Hill](#).

Who We Are:

The Chemical Institute of Canada (CIC) is a member-based not-for-profit association that champions the advancement of the chemical sciences in Canada. We are a national organization that helps our members connect, learn, celebrate excellence, and grow their careers. Through our support, the current and future generations of leaders are ready to foster a more resilient, inclusive future for everyone in Canada. Our recently renewed Strategic Plan outlines our plan to serve members, especially early career professionals, increase regional engagement, and foster increased collaborations. Join us as we embark on this exciting journey to shape the present and future of the chemical sciences and engineering community. Learn more about how the CIC serves 4,000+ chemical science professionals here (www.cheminst.ca) and imagine yourself as a part of the CIC Board!

Institut de chimie du Canada — Directeur des prix

L’institut de chimie du Canada (ICC) est à la recherche d’un chimiste, d’un ingénieur chimiste ou d’un technologue en chimie pour occuper la fonction de Directeur des prix au sein de son conseil d’administration. Ce poste a une durée de trois années, renouvelable pour un deuxième mandat d’une, de deux ou de trois années. La durée de ce poste commence après la confirmation par les membres lors de l’Assemblée générale annuelle de l’ICC (mai/juin). Ce poste prévoit d’assister à six des dix rencontres du conseil virtuelles par année et à une rencontre en personne lors de l’AGA de l’ICC pendant la conférence annuelle, en plus des responsabilités spécifiques du Directeur des prix comme suit (plus de détails figurent dans le mandat ci-joint pour le Directeur des prix de l’ICC et le comité des prix de l’ICC).

Les tâches comprennent ce qui suit :

- Superviser l’octroi des bourses de l’ICC, à l’exclusion des bourses, avec l’aide de l’Équipe nationale;
- Agir à titre de président du comité des prix de l’ICC;

- Agir à titre d'agent de liaison avec les directeurs des prix de la SCC et de la SCGCh;
- Passer en revue des distinctions de l'ICC en ce qui a trait au maintien de la pertinence et de la durabilité financière du portefeuille des prix et afin de préserver l'harmonisation avec les prix de la SCC et de la SCGCh
- Dans son rôle à titre de président du Comité des prix de l'ICC : assurer que les principes d'équité, de diversité et d'inclusion (EDI) sont promus dans les processus de nomination et l'octroi des distinctions et des réponses de l'ICC, superviser la création de nouvelles distinctions de l'ICC et superviser l'abandon de distinctions sous-utilisées;
- Fait rapport au Conseil habituellement deux fois par année sur le statut des distinctions;
- Fait rapport aux membres de l'ICC sur les données démographiques des personnes sélectionnées et des récipiendaires de prix lors de l'AGA; et
- Agit à titre de membre du Fonds sur l'éducation en chimie de l'ICC.

Nous sommes à la recherche d'une personne dynamique ayant une expérience antérieure dans l'octroi de prix de l'ICC/de la SCC/de la SCGCh et qui souhaite contribuer à l'avancement de cette organisation. Les candidats doivent disposer de suffisamment de temps et d'énergie à consacrer à ce poste et être un leader pour toutes les sciences chimiques au Canada. Il est attendu de tous les membres du Conseil qu'ils fassent la promotion et soient des défenseurs de l'équité, de la diversité et de l'inclusion parmi tous les membres du Conseil, des membres du personnel de l'Équipe nationale et des membres. Le Directeur des prix **ne peut pas être nommé, recevoir ou nommer d'autres personnes pour l'octroi de prix de l'ICC/de la SCC/de la SCGCh pendant qu'il remplit cette fonction.**

Pour soumettre votre candidature ou celle d'un collègue, veuillez envoyer un courriel au Président du Comité des nominations de l'ICC à l'adresse CICAdmin@cheminst.ca d'ici le 16 février 2026, en indiquant dans la ligne d'objet « Appel à nominations de l'ICC » et en joignant *un seul* fichier PDF intitulé « *Appel à candidature au poste de Directeur des prix de l'ICC _ nom de famille* » incluant une déclaration d'au plus 250 mots soulignant des expériences auprès de l'ICC, de la SCC et/ou de la SCGCh, et un curriculum vitae abrégé d'au plus deux pages. Si vous soumettez le nom d'un collègue, veuillez vous assurer que vous avez son consentement avant de faire parvenir les renseignements. Les documents de nomination en français ou en anglais sont acceptés.

Le Conseil de l'ICC cherche à représenter tous les membres de l'ICC. Dans le cadre du processus de nomination, nous recherchons un équilibre entre les domaines d'intérêts en chimie, la représentation géographique et les données démographiques des membres, y compris les groupes sous-représentés et méritant d'être traités avec équité. Pour plus de renseignements, communiquez avec la présidente sortante actuelle, [Josephine Hill](#).

Qui sommes-nous :

L'Institut de chimie du Canada (ICC) est une association sans but lucratif fondée sur des membres qui soutient l'avancement des sciences chimiques au Canada. Nous sommes une organisation

nationale qui aide ses membres à connecter, à apprendre, à célébrer l'excellence et à faire progresser leur carrière. Au moyen de notre soutien, les générations actuelles et futures de chefs de file sont prêtes à promouvoir un avenir plus résilient et inclusif pour tous au Canada. Notre Plan stratégique récemment renouvelé souligne notre plan visant à servir les membres, particulièrement les professionnels en début de carrière, à rehausser notre engagement régional et à promouvoir la hausse des collaborations. Joignez-vous à nous alors que nous entamons ce périple visant à façonner le présent et l'avenir des sciences chimiques et de la communauté des ingénieurs. Apprenez-en davantage au sujet de la manière dont l'ICC sert plus de 4 000 professionnels en sciences chimiques ici (www.cheminst.ca) et imaginez-vous à titre de membre du Conseil de l'ICC!



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CIC Director of Awards

Terms of Reference

- Elected for a three-year term, normally taking office at the first meeting of the CIC Board meeting following the Annual General Meeting (AGM) at which they are elected. The position is renewable once for a second term of one, two or three years.
- Must be a CIC Member in good standing (i.e., dues paid in full) and as per the bylaws: *Each Director shall be an individual who is not less than 18 years of age. No person who has been found by a court in Canada or elsewhere to be mentally incompetent or who has the status of a bankrupt shall be a Director.*
- Must have experience in adjudicating CIC/CSC/CSChE awards.
- Is not eligible to be nominated for, or receive, any CIC/CSC/CSChE Awards during their tenure in this position.
- Is a Director of the CIC.
- Oversees and serves as Chair for the adjudication of CIC awards (see list below), except for Fellows of the CIC, with help of the National Team.
- Serves as liaison to the CSC and CSChE Directors of Awards and Chairs the CIC Awards committee.
- Responsible to review the CIC awards with respect to maintaining relevancy and financial sustainability of the award portfolio and to ensure consistency with CSC and CSChE, as appropriate. Any issues may be brought to the CIC Board and CIC Finance Committee for further review.
- Ensures that Equity, Diversity, and Inclusion (EDI) principles are promoted in the nomination processes and awarding of CIC awards and recognitions.
- Oversees the creation of any new CIC awards, and the sunseting of under-serving awards in consultation with the CSC and CSChE Directors of Awards, and the CIC Board.
- Reports to the Board typically twice per year on the status of Awards.
- Reports to the CIC membership on the demographics of nominees and awards winners at the AGM.
- Is a Member of the CIC Chemical Education Fund.

The Director of Awards shall promote and advocate for equity, diversity and inclusion amongst all Board Members.

Approved by CIC Board

Date: January 11, 2023

Revised and approved by CIC Board

Date: October 2, 2024



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Reviewed by CIC Board

Date: October 15, 2025



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CIC Director of Awards and Awards Committee

Terms of Reference

Director of CIC Awards

- Elected for a three-year term, normally taking office at the 1st meeting of the CIC Board meeting following the AGM at which they are elected. The position is renewable once for a second term of one, two or three years.
- Nominees must be CIC Members, typically with experience in adjudicating awards.
- The Director is not eligible to be nominated for, or receive, any CIC/CSC/CSChE Awards during their tenure in this position.
- Oversees and serves as Chair for the adjudication of CIC awards (see list below, except for FCIC) with help of the National Team.
- Serves as liaison to the CSC and CSChE Directors of Awards and Chairs the CIC Awards committee (see below).
- Responsible to review the CIC awards with respect to maintaining relevancy and financial sustainability of the award portfolio and to ensure consistency with CSC and CSChE, as appropriate. Any issues may be brought to the CIC Board and CIC Finance Committee for further review.
- Plays a role to ensure that EDI principles are promoted in the nomination processes and awarding of CIC awards and recognitions.
- Oversees the creation of any new CIC awards, in consultation with the CSC and CSChE Directors of Awards, and the CIC Board.
- Reports to the CIC membership on the demographics of nominees and awards winners at least once a year at the Annual General Meeting.

Portfolio of CIC Awards and Recognition (alphabetical)

1. Beaumier Award for High School/CÉGEP Chemistry Teachers
2. Catalysis Award
3. Canadian Chemistry and Chemical Engineering Awards for Green Chemistry (Individual and Group)
4. CIC Award for Chemistry Education
5. CIC Fellowship (FCIC) – under purview of the FCIC Committee
6. CIC Medal



7. CIC Montréal Medal/Médaille de Montréal
8. Environment Division Early Career Research Award
9. Environment Division Research and Development Dima Award
10. Macromolecular Science and Engineering Award
11. Margaret-Ann Armour Award for Early Career Chemistry Education

CIC Awards Committee

Terms of Reference

1 General

This committee is a standing committee of the CIC and follows the conditions set forth in section 5.11 of the CIC By-laws. The CIC Awards Committee shall perform the functions and have the responsibilities set out in these Terms of Reference.

The Committee shall consist of these 5 Members:

CIC Director of Awards

CSC Director of Awards

CSChE Director of Awards

Chair of the FCIC Committee

Chair of the CSC WIDE Committee (CSC Director of EDI)

Members will serve so long as they hold these positions. Because this is a standing committee of the CIC, the CIC Chair also has the right to serve as an *ex officio* member of the committee but must recuse themselves in the event of a conflict of interest (CIC By-laws, section 5.11).

The Chair of the Committee shall be the CIC Director of Awards.

The business of the Committee may be conducted electronically. Two to three meetings per year are anticipated but the Committee may decide the frequency, as appropriate.

The quorum for all meetings of the Committee shall be at least one half of the total number of Committee Members.

Generally, issues are decided by consensus, but, if necessary, shall be decided by a simple majority of votes, with any question failing in the case of a tie vote. All members of the Committee, including the Chair, shall have equal rights to vote on all issues. In the event of issues that cannot be resolved, these may be brought to the attention of the CIC Board for discussion and a vote, if necessary.

In general, the deliberations of the committee are to be confidential. However, minutes of the committee may be requested by the CIC Board, and they should be written in consideration of this, with sensitive information redacted.

Other matters of the Committee procedure shall be determined by the Committee. The CIC Board may be consulted, as necessary.

The Committee shall report to the CIC Board of Directors via the CIC Director of Awards.

These Terms of Reference may be updated with approval of the CIC Board.

2 Committee Role and Functions

The Committee shall provide a mechanism to ensure consistency between Award programs of the CIC, CSC and CSChE. In terms of consistency, this refers to aspects such as making sure award Terms of Reference have similar verbiage with respect to nomination processes and inclusion criteria, that the deadlines are appropriately staggered, that the awards are open to chemists, chemical engineers, and chemical technologists, as appropriate, and so on.

The Committee shall periodically review the Terms of Reference for all awards to ensure eligibility is open to the broad membership base and that principles of EDI and good “citizenship” are reflected therein. Thus, the Award Directors would consider whether and how to ensure that winning nominees have devoted adequate service to their institutions and/or the chemical sciences community, that the culture and work ethic of their research groups is healthy and that they demonstrate support of EDI principles.

The Committee shall promote and advocate for equity, diversity and inclusion amongst nominees and awardees.

Approved by CIC Board: January 11, 2023