In response to written council question 405OP from Councilor Janz:

Please provide the governance structure and the layers of management for ABCs"

Organizational charts were collected from the following Agencies, Boards & Commissions:

**Edmonton Arts Council** 

**Edmonton Federation of Community Leagues** 

**Edmonton Heritage Council** 

**Edmonton Space and Science Foundation (Telus World of Science - Edmonton)** 

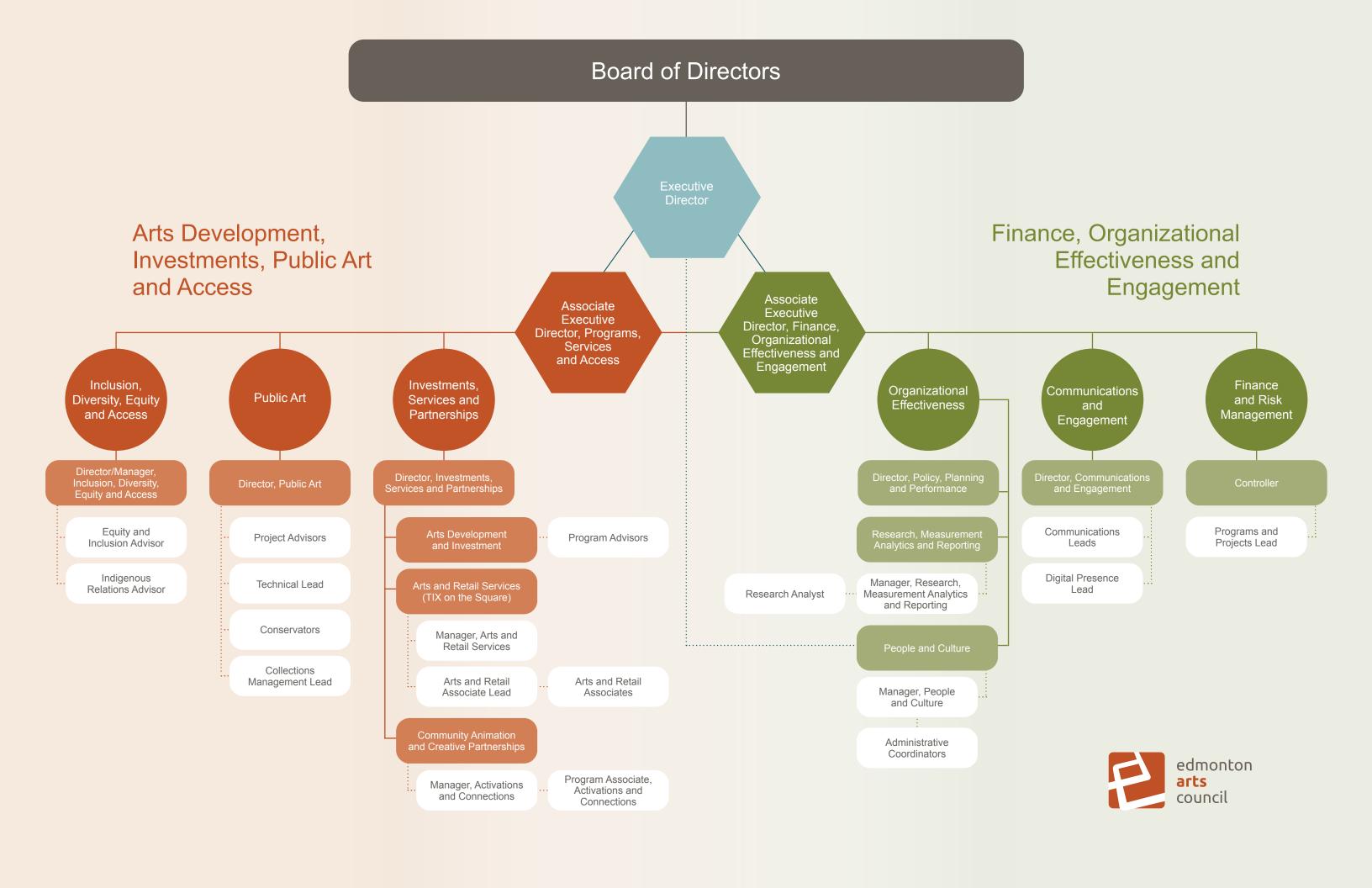
**Edmonton Unlimited** 

**Explore Edmonton** 

**Fort Edmonton Park** 

**GEF Seniors Housing** 

**REACH Edmonton** 





The Edmonton Federation of Community Leagues (EFCL) is incorporated as a Society in Alberta governed by a volunteer Board of Directors. Our board consists of 12 elected members each representing 1 district of the city. From these members, a President, Vice-President Internal, Vice-President External, and Treasurer are elected as Officers of the board. The descriptions of these roles are included below.

The President is responsible for the general management of the EFCL. including presiding at all General and Board meetings and is charged with the general supervision of all the activities of the EFCL.

The Vice President Internal is responsible for the EFCL's relationships with members and may assist with interrelationship among the members and acts, in the case of a vacancy, as the liaison between the Board and the District Members until the District Representative is elected or appointed by the Board.

The Vice President External is responsible for the external relationships of the organization and as such acts as a liaison between the EFCL and other community and civic organizations.

The Treasurer is responsible for the finances and financial well-being of the including giving regular reports to the Board and the Members on the financial state of the EFCL, keeping financial reports, being responsible for the preparation of the annual budget of the EFCL and preparation of annual financial statements for presentation at the Annual General Meeting;

Here is the link to the complete position descriptions for appending.

The EFCL's organizational chart is appended to this document, but briefly, the board supervises the Executive Director of the EFCL, who leads the management team of the organization. This management team is made up of the Executive Director and Deputy Executive Director who each supervise 6 staff members.

The Executive Director also transforms the vision of the board into action for the organization and represents the organization publicly. The Deputy Executive Director manages the operations of the EFCL. These two roles are supported by two senior advisor positions, the Communications and Engagement Senior Advisor who leads the communications team and strategy for the EFCL and the Community Activator who leads Community League supporting initiatives and supervises the 2-4 students that the EFCL works with on an annual basis.

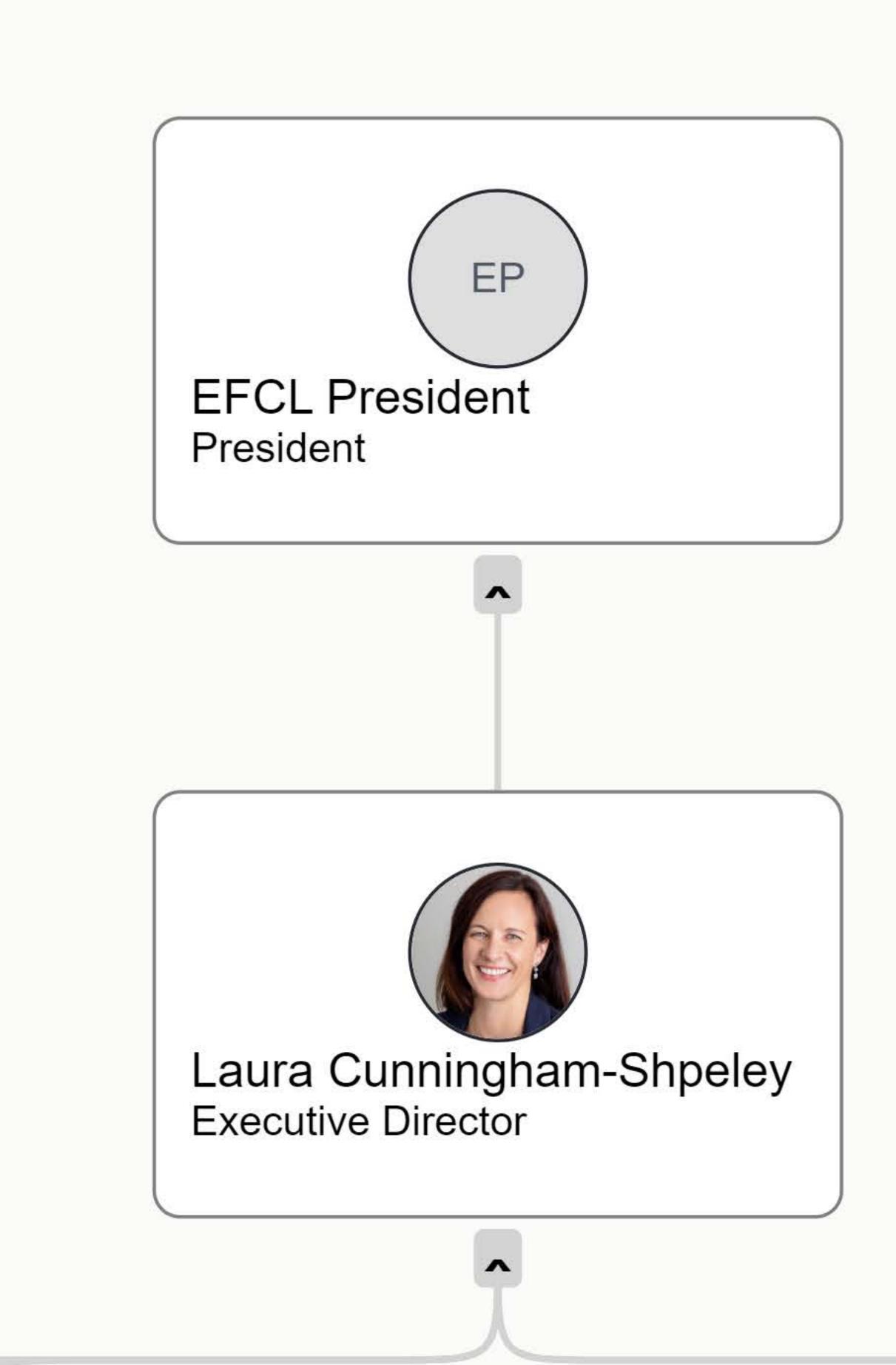


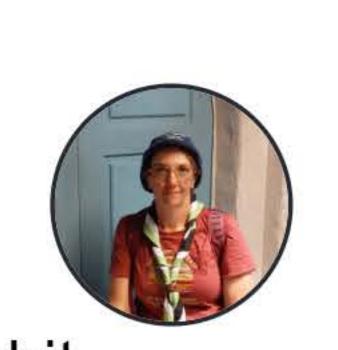




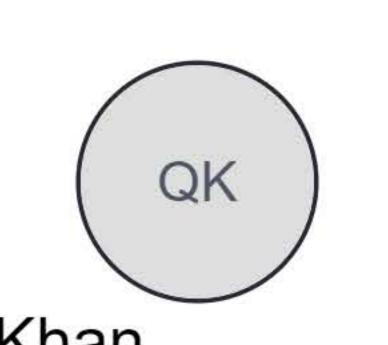




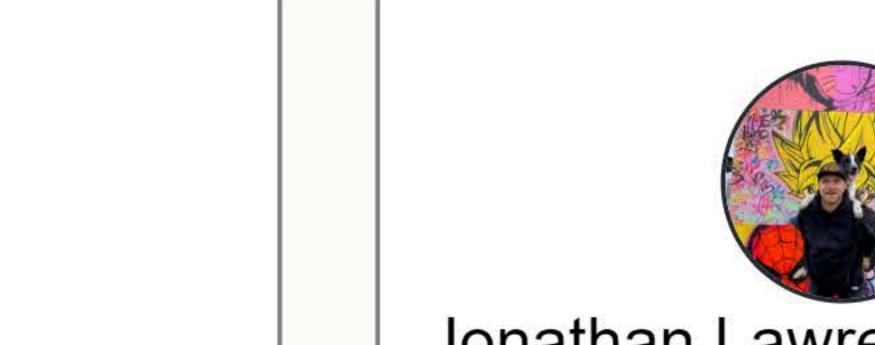




Tara Cerhit
Administrative Assistant



Qaisar Khan Finance Officer



Jonathan Lawrence
Community Planning Advisor



Tim Querengesser
Communications & Engageme...



Michael Barnard Energy Transition Advisor



Colin Johnson
Deputy Executive Director



Darine Moukhaiber-Krysko
Digital Storyteller



Kim Tanasichuk Service Innovation Project Assi...



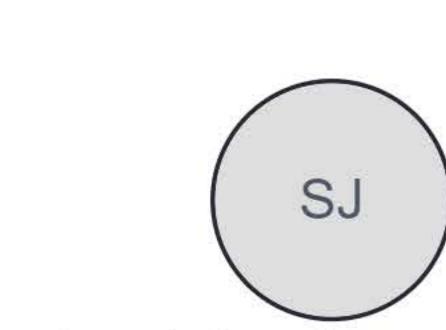
Darlene Dudley
Membership and Operations A...



Omogbolahan Olayioye Fund Development Officer



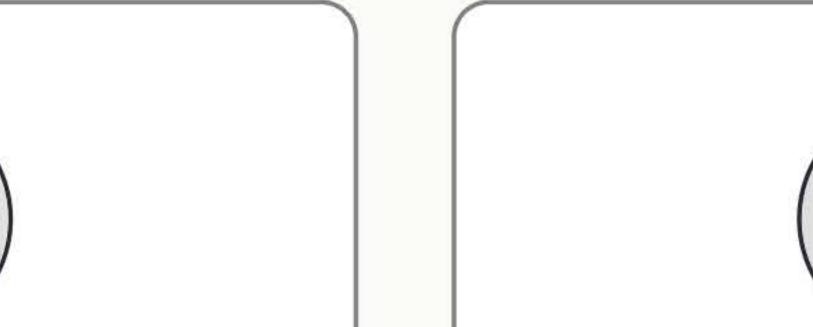
Leslee Mackey
Program Coordinator - Safe Walk



Sandra Johnston
Board Development Advisor

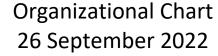


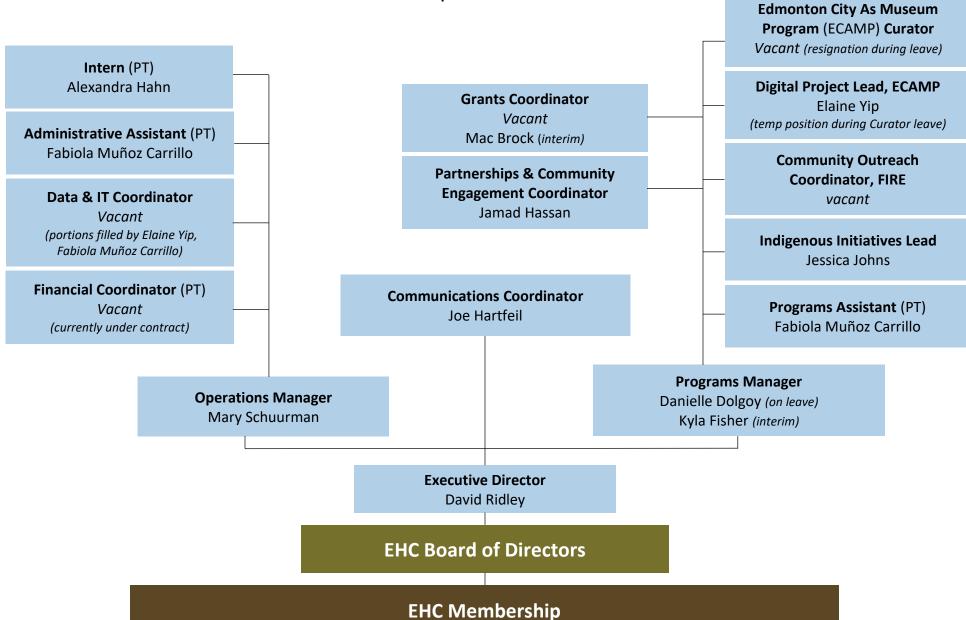
Priya Harinath Human Resources and Project...



Jennie Gurnett Community Activator









November 23, 2023

From: Saba Quraishi

On behalf of: Councillor Janz

Received on: November 22, 2022

Received by: Constance Scarlett, Sara Mikhaiel, & RaeAnne Friedenberg

### Question:

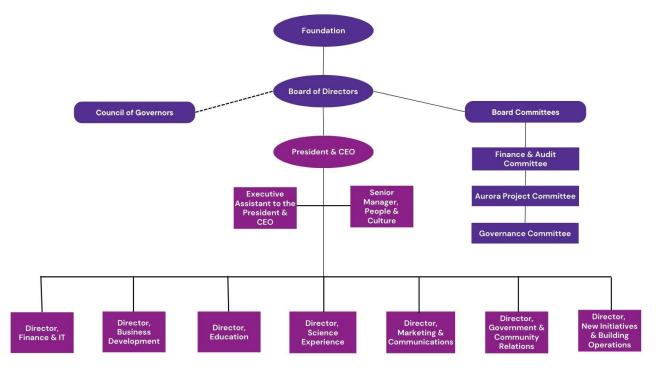
"Please provide the governance structure and the layers of management for ABCs"

### Response:

TELUS World of Science – Edmonton is governed and operated by the Edmonton Space & Science Foundation. The Foundation is made up of sixty-five leading Edmontonians who volunteer their time to invest in the mission and vision of the organization. The Foundation includes numerous committees as well as two formal bodies:

- The Board of Directors. A group of 16 volunteers who govern the organization.
- The Council of Governors. Former Chairs of the Board of Directors who serve as the nominating committee for the Board of Directors.

To provide impactful service to Edmontonians and achieve its mission, the Edmonton Space & Science Foundation employs the following organizational structure:



# TELUS World of Science - Edmonton, Full-Time Staff Team

23-Nov-22

### Office of the CEO

PRESIDENT & CEO, Alan Nursall
Executive Assistant, Office of the President & CEO
Receptionist / Administrative Assistant

### **Culture and People**

4 SENIOR MANAGER, PEOPLE & CULTURE
5 Human Resources Advisor
6 Human Resources Assistant

### **Education**

7	DIRECTOR, EDUCATION
8	Manager, Education Experience*
9	Education Specialist
10	Education Specialist
11	Outreach Education Specialist
12	Outreach Education Specialist
13	Outreach Education Specialist
14	Outreach Education Specialist
15	Indigenous Land-Based Learning Navigator
16	Indigenous Education Specialist
	*This team includes an additional 2 part-time employees
17	Manager, Digital Education*
18	Outreach Education Specialist
19	Outreach Education Specialist
20	Outreach Education Specialist
	*This team includes an additional 1 part-time employee
21	Senior Manager, Planetarium & Space Science*
22	Lead Science Presenter
	*This team includes an additional 3 part-time employees and 3 temporary employees
23	Manager, Camps & Community Programs*
24	Education Specialist
	*This team includes an additional 2 part-time employees and 15 temporary employees

### Science Experience

U	cience Experience
25	DIRECTOR, SCIENCE EXPERIENCE*
26	Staff Scientist, Health
27	Staff Scientist, Science Garage
28	Staff Scientist, Nature Exchange
29	Staff Scientist, CuriousCITY
30	Staff Scientist, Arctic Journeys
31	Lead Science Presenter
32	Lead Science Presenter, Science Garage
33	Lead Science Presenter, Health Zone
	*This team includes an additional 19 part-time employees and 5 temporary employees

### **Business Development**

34	DIRECTOR, BUSINESS DEVELOPMENT
35	Manager, Rental Facilities*
36	Bookings & Rental Facilitator
37	Bookings & Rental Facilitator
38	Bookings & Rental Facilitator
	*This team includes an additional 1 part-time employee and 1 temporary employee
39	Manager, Guest Services*
40	House Manager
	*This team includes an additional 16 part-time employees and 4 temporary employees
41	Manager, Purple Pear & Food Services*
42	Assistant Manager
43	Service Experience Lead
44	Line Cook
	*This team includes an additional 10 part-time employees and 10 temporary employees
45	Manager, IMAX Theatre*
	*This team includes an additional 3 part-time employees
46	Manager, Retail*
47	Assistant, Retail Operations
	*This team includes an additional 4 part-time employees and 1 temporary employee

### **Marketing and Communication**

	marketing and communication	
48	DIRECTOR, MARKETING & COMMUNICATIONS	
49	Senior Manager	
50	Marketing & Communications Coordinator	
51	Marketing & Communications Coordinator	
52	Digital Marketing Specialist	
53	Producer	

# **New Initiatives and Building Operations**

54	DIRECTOR, NEW INITIATIVES & BUILDING OPERATIONS
55	Manager, Facilities*
56	Building Maintenance Assistant
	*This team includes an additional 3 part-time employees and 1 temporary employee
57	Manager, Custodial*
58	Custodian
59	Custodian
	*This team includes an additional 10 part-time employees
60	Senior Manager, Exhibit Design & Quality
61	Exhibit Maintenance Technician
62	Lead Exhibit Technician
63	Electronics Technician
64	Senior Manager, New Galleries & Research

### Finance and IT

65	DIRECTOR, FINANCE & IT
66	Financial Analyst
67	Financial Assistant
68	Financial Assistant
69	Senior Manager, IT

70	IT Specialist
71	IT Support Technician
	Government and Community Relations
72	DIRECTOR, GOVERNMENT & COMMUNITY RELATIONS
73	Senior Manager, Community Relations
74	Foundation & Membership Coordinator
75	Development Associate, Donor Stewardship
76	Senior Manager, Fund Development
77	Development Associate. Sponsorship

### Contacts:

Alan Nursall President and CEO anursall@twose.ca 780.983.0638

Constance Scarlett
Director, Government and Community Relations
<a href="mailto:cscarlett@twose.ca">cscarlett@twose.ca</a>
780.993.2704

# **Edmonton Unlimited Organizational Leadership Structure**



Explore Edmonton has 1,321 total employees.

1050 – Variable, Part-Time, Casual

170 – Salaried FTEs

101 – Full-Time Hourly (Security)

Shareholder

Board of Directors

Executive Team (CEO + 3 VPs)

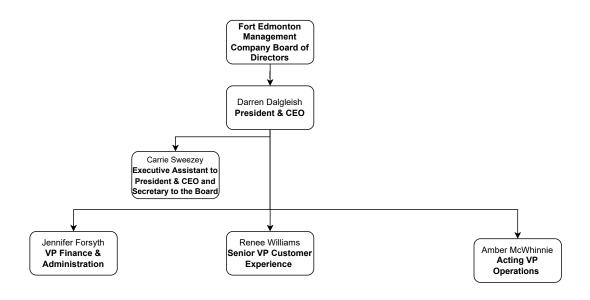
L3- Directors

L2 – Managers

L1 Specialists, Variable & Part-Time Employees – Managers (1100)

Executive





### **LEGEND**







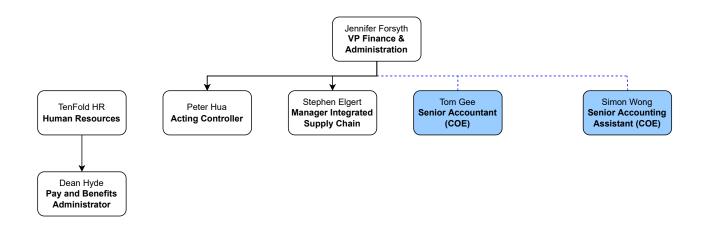
Casual/Seasonal City of Edmonton Employee

---- Operational Reporting Structure

Updated: May 2022

Finance & Administration

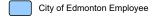


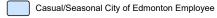


#### **LEGEND**





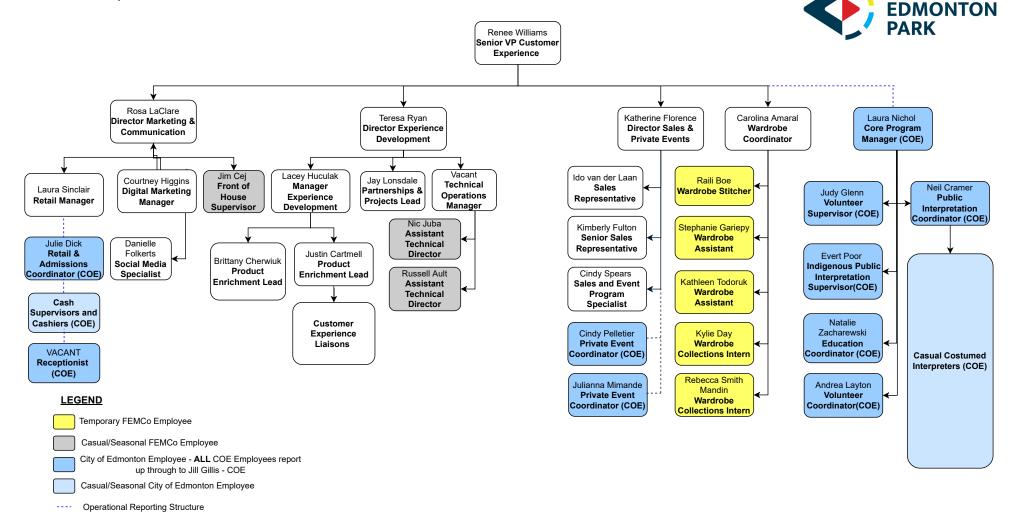




Operational Reporting Structure

Updated: February 2022

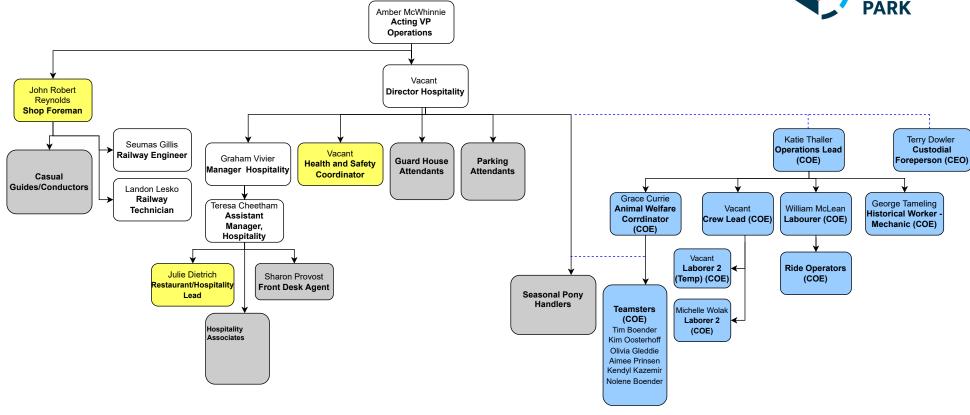
Customer Experience



Updated: May 2022

Operations





### **LEGEND**

Temporary FEMCo Employee

Casual/Seasonal FEMCo Employee

City of Edmonton Employee - ALL COE Employees report up through to Jill Gillis - COE

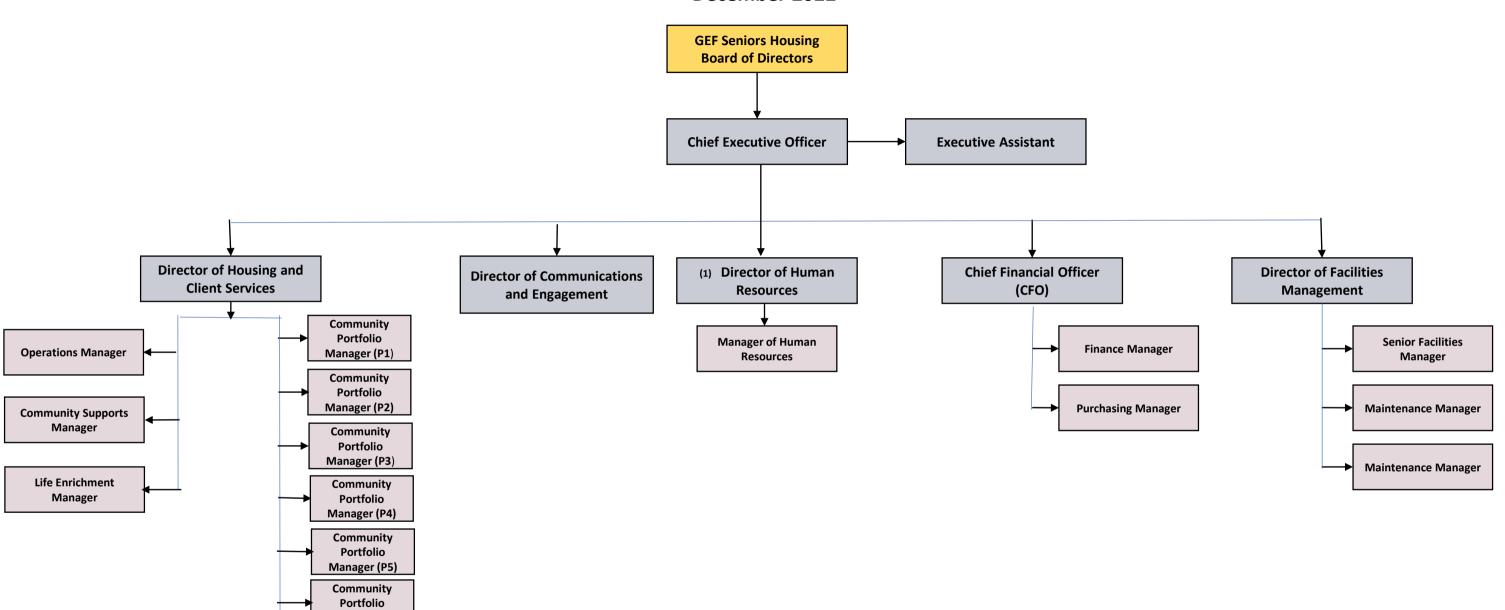
Casual/Seasonal City of Edmonton Employee

---- Operational Reporting Structure

Dion Tarkowski
Policy & Safety
Officer\* LOA

Updated: May 2022

# **GEF Seniors Housing Organizational Leadership Structure December 2022**



### Notes:

1. Position is presently vacant and under review as to organizational needs.

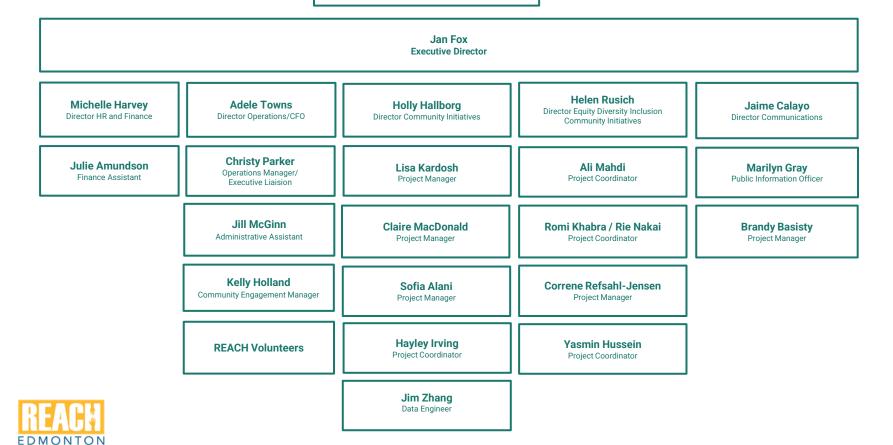
Manager (P6)

Community
Portfolio
Manager (P7)

Community
Portfolio
Manager (P8)

Community
Portfolio
Manager (P9)

#### **REACH Board of Directors**



Council for Safe Communities