

# WESTON

GEORGE  
WESTON  
LIMITED

## DIRECTOR, CORPORATE SECRETARIAT (7+ Years' Experience – Corporate & Securities Law Clerk/ Secretarial / Governance)

George Weston Limited is a Canadian public company founded in 1882. The Company operates through its three principal businesses, Loblaw Companies Limited, Choice Properties Real Estate Investment Trust and Weston Foods. Loblaw provides Canadians with grocery, pharmacy, health and beauty, apparel, general merchandise, financial services and wireless mobile products and services. Choice Properties owns, manages and develops a high-quality portfolio of commercial retail, industrial, office and residential properties across Canada. The Weston Foods business includes a leading North American bakery that offers packaged bread and rolls in Canada as well as frozen and artisan bread and rolls, cakes, donuts, pies, biscuits and alternatives throughout Canada and the U.S. With over 200,000 employees, GWL is Canada's largest employer in the private sector.

The Director, Corporate Secretariat plays an integral role in the administration of the corporate governance function for GWL and its subsidiaries. He/she will work with the Corporate Secretary and manage a team of law clerks in organizing Board and committee meetings and the Annual General Meeting, coordinating and preparing board meeting materials, and handling corporate governance matters. The successful candidate will also be responsible for overseeing special projects relating to corporate governance, and coordination of those projects with the legal team and other stakeholders. This individual will manage a team of law clerks responsible for the maintenance of the corporate minute books and filings for the three public companies and over 200 related entities. This position will report to the VP, General Counsel and be based in Toronto, at Yonge St. and St. Clair Avenue.

The ideal candidate will have at least 7 years of corporate and securities law clerk, corporate secretarial and/or corporate governance experience with a major law firm and/or public company. You must be highly organized, self-motivated, and engaged in your work. The ability to work independently, multi-task and oversee a busy practice will be imperative in order to succeed in this role. Strong communication and leadership skills are very important to this role, as you will be managing a team of clerks.

This is a great opportunity to join one of Canada's blue chip companies, and play an important role in the governance of a major public company. The role offers interesting and challenging work, in a driven and collegial environment, with a competitive compensation package. If you are interested in learning more about this opportunity, please contact **Lesla Ong** or **Lorene Nagata** at **NagataConnex Executive Legal Search** for a confidential discussion.

*As this is an exclusive campaign with NagataConnex Executive Legal Search,  
any resumes received from other sources will be forwarded to it.*

NagataCONNEX

EXECUTIVE LEGAL SEARCH

Suite 1910, 8 King Street East, Toronto, M5C 1B5  
Tel 416 214-9881 | Fax 416 214-1989 | e-mail info@nagataconnex.com  
www.nagataconnex.com