# CERVUS

#### POSITION DESCRIPTION – PRESIDENT & CEO

#### **President & Chief Executive Officer**

#### **Summary of Accountabilities**

- 1. President and Chief Executive Officer's (CEO's) accountabilities are as follows:
  - serves as Cervus' highest authority (subject to the authority of the Board of Directors);
  - optimizes Cervus' financial performance;
  - ensures Cervus' assets are efficiently utilized in a responsible manner while maximizing shareholder value;
  - establishes Cervus' strategic plan and provides leadership in the execution of the plan;
  - leads Cervus with a clear sense of business direction and purpose;
  - recommend capital commitments that support Cervus' operational and strategic plans;
  - ensure that Cervus has systems in place to safeguard Cervus' assets and effectively monitor and manage the principal risks related to the operation of the business;
  - champions Cervus' vision and values, with particular emphasis on a culture of integrity; and
  - serves as a role model in demonstrating the values.

### **Specific Accountabilities**

## Strategic Planning

- 1. The CEO establishes and executes the strategic plan by:
  - developing a well-defined strategy for Cervus;
  - engaging stakeholders to build understanding and commitment to the plan;
  - establishing management processes and specific performance measures that clearly support Cervus' long-term strategy; and
  - assessing performance and making timely changes in strategy, structure and resource allocations.

## Financial Results

- 2. The CEO optimizes financial returns by:
  - defining appropriate long-term financial objectives and setting annual goals consistent with Cervus' business strategy;
  - establishing, monitoring and maintaining appropriate management systems to provide effective control of operations; and
  - demonstrating diligence in making the appropriate certifications required under any governing securities and corporate legislation.

## Leadership

- 3. The CEO provides leadership to Cervus by:
  - establishing and building commitment to a clearly defined business direction and purpose;

November 2015 Page 1



- effectively championing Cervus' vision and values, especially a culture of integrity;
- serving as a role model for Cervus' values;
- establishing and maintaining an effective framework of governance to execute the strategy including: aligning employees with Cervus' direction and purpose, assigning and holding employees accountable, as well as, monitoring performance and taking corrective action;
- establishing succession plans and executing on those plans through employee development and by recruiting for senior management positions as required;
- ensuring programs are in place to attract, retain and motivate the senior management team;
- ensuring processes are in place to recruit, develop, manage performance and motivate all employees; and
- serving as Cervus' liaison with the industry and the investor communities.

# Safety

- 4. The CEO ensures a safe work environment by:
  - establishing the safety strategy, including performance targets;
  - monitoring performance; and
  - ensuring adherence to established policies and standards.

# **Board Relationship**

- 5. The CEO contributes to Board governance by:
  - establishing effective working relationships collectively and individually with the Board;
  - keeping the Board fully informed on all important issues facing Cervus; and
  - recommending appropriate policies for Board consideration.

#### **Document Control Information**

Approved by Board of Directors: Yes Originally dated: October 22, 2009 Last amended: November 4, 2015 Last reviewed: November 7, 2017

November 2015 Page 2