

Board of Directors or Board Committee Recruitment Application Form
Family & Children's Services of St. Thomas and Elgin

1. Instructions

- (a) To apply to be a member of the Board of Directors or to be appointed by the Board to a Board committee at Family & Children's Services of St. Thomas and Elgin, please complete this application and submit it with a copy of your current resume and completed Skills Matrix Survey.
- (b) Please submit your documents by mail, fax or e-mail using the contact information below:

Attention: Neil Hubert

Family & Children's Services of St. Thomas and Elgin
99 Edward Street St. Thomas, ON N5P 1Y8
Bus: 519-631-1492 x510 Fax: 519-631-1492
E-mail: nhubert@caselgin.on.ca

- (c) For more information about this application process, please contact Neil Hubert using the contact information above.

2. Applicant Contact Information

Surname:		First Name:	
Home Address:			
City:	Province:	Postal Code:	
Home Phone Number:		Alternate Number:	
E-mail Address:			

3. Eligibility Criteria and Conditions of Appointment

- (a) Must be at least 18 years old.
- (b) Undischarged bankrupts are ineligible to serve as members.
- (c) Expected to commit the time required to perform board and committee duties. (Minimum time commitment is on average 10 to 15 hours per month). Committee members expected to spend 3 -4 hours per month on committee work.
- (d) Must fulfill the requirements and responsibilities of the role – for example, preparing for and attending meetings, upholding fiduciary obligations and working cooperatively and respectfully with colleagues. Must comply with legislation governing the corporation, the corporation's by-laws and policies, and all other applicable rules.

- (e) Board Members must sign a declaration confirming their agreement to adhere to their fiduciary duties and board and corporate policies.

4. Conflict of Interest Disclosure Statement

Board Members or Committee Members must avoid conflicts between their self-interest and their duty to the corporation. In the space below, identify any relationship with any organization that may create a conflict of interest, or the appearance of a conflict of interest, by virtue of being appointed to the Board or a Board committee.

5. Knowledge, Skills and Experience

The Board seeks a complementary balance of knowledge, skills and experience among Board committee members. Please indicate your areas of knowledge, skills and experience by completing Skills Matrix Survey to this application.

Please list current or prior Governance experience at either the Board or Board committee level.

Have you had any community involvement? Yes No

Have you any current or prior involvement with Children’s Aid Societies? Yes No

6. Declaration

By submitting this application I declare I meet the eligibility criteria and the information provided is accurate.

Printed Name of Applicant

Signature of Applicant

Date (day/month/year)