



**BOARD OF DIRECTORS**

**APPLICATION PACKAGE**

**2025-2026**

To become eligible for a position on the Board of Directors, you must fulfill the eligibility requirements as listed below.

1) Eligibility

- No solicitor acting as general counsel for the Corporation for any client or party adverse in interest to the Corporation is eligible to be a Director while so acting.
- Individuals elected to the Board of Directors must submit to the President, a Criminal Reference Check with vulnerable sector screening (currently free for volunteers).
- Any person who is nominated for the Board of Directors of the Corporation shall not be an employee of the Corporation.
- Board members must be available to attend monthly board meetings to be held on the 3<sup>rd</sup> Monday of each month. There are 10 meetings per year.

Composition

- The affairs of the Corporation are managed by a Board of Directors of not fewer than eight (8) and not more than fourteen (14) members.

Term of Office

- The whole Board of Directors shall retire at each Annual Meeting, but shall be eligible for re-election with the exception of the President.
- A Director shall be elected or appointed for a term of three (3) years. No Director shall serve more than three (3) three-year terms, except after absence from the Board for at least one (1) year, in which event such person shall be entitled to be elected or appointed.

2) Selection to the Board of Directors

- Candidates that are interested in becoming a Board Member are to submit an application to the Nomination Committee.
- Upon receipt of the application, the Nomination Committee will review the candidates' application and potentially move forward with an interview.
- Upon invitation, applicants must be present at the Annual General Meeting or next scheduled meeting of the Board of Directors.
- At the meeting, applicants will be asked to introduce themselves to the Board Members and have an outline of their skills and community involvement.
- The applicant will be required to confirm their attendance and participation in the Board orientation session if successfully elected.

3) Election

Applicant's election to the Board of Directors will be by a majority vote of the Board members in attendance.

4) Volunteer Screening Process

The completion of a Criminal Reference Check will be required upon acceptance to the Board of Directors (further details will be provided at that time).

## BOARD OF DIRECTORS APPLICATION

<b>For the year</b>			
<b>Name</b>			
<b>Address</b>			
<b>City</b>		<b>Postal Code</b>	
<b>Home Phone</b>		<b>Work Phone</b>	
<b>Cell Phone</b>			
<b>Email</b>			
<b>Reasons for applying to Community Living – Grimsby, Lincoln and West Lincoln Board of Directors</b> (Please explain both professional and personal reasons)			
<b>Briefly outline any experience you have had as a volunteer or volunteer board committee member?</b>			
<b>Please outline the skills you bring or contributions you hope to make to the Board of Directors at CL-GLWL?</b>			

Acknowledgement

If selected as a Board of Director volunteer, I agree to make a time commitment, abide by all policies and procedures of the organization and treat all matters of Community Living – Grimsby, Lincoln and West Lincoln as confidential, particularly information relating to personal lives of people supported. I authorize my references to furnish information and release them from any and all liability on account of having furnished such information. I also acknowledge that if I am selected as a Board of Director volunteer, my membership is conditional upon satisfactory police clearance, namely, a criminal reference check including “Enhanced Criminal Reference Check” or “Vulnerable Sector Screening Report”.

*Do you agree with this acknowledgement?*

☐ Yes, I agree to the above acknowledgement