

VITANOVA

**Application to Serve as a Director of The Vitanova Foundation**

*Please provide the following information:*

Name: \_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_

Postal Address:\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_

Preferred telephone number:\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_

E-mail address:\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_

*Being a member of Vitanova’s board of directors means:*

* You understand the work of The Vitanova Foundation, including its mission, vision and values;

(To review our mission, vision, values and objectives, visit our website: [www.vitanova.ca/approach](http://www.vitanova.ca/approach)/)

* You accept to support that work---by exercising jointly, with the other members of the board, the governance and oversight of The Vitanova Foundation;
* You will voice your opinions at meetings of the board, and regardless of your views accept and support the decisions made by the board
* You will disclose any potential, perceived or actual conflict between your personal interests and those of The Vitanova Foundation, and having done so, not participate in any discussion or vote on such a matter

*As a member of the board of Vitanova, you will:*

* Have full voting rights;
* Be a member of the corporation;
* Receive information about Vitanova in accordance with its by-laws and board-related policies, and treat all such information as confidential;
* Respect the privacy of our clients by never disclosing their relationship with Vitanova
* Work with others in the community through stakeholder engagement activities; and
* Demonstrate your support of the work of The Vitanova Foundation and its staff.

*Personal Commitment:*

* The board meets eight times a year (in September, October, November, January, February, March, April, and May), generally from 2 to 2 ½ hours, on the fourth Wednesday of those months;
* One board committee meets three times a year, the other only very rarely;
* Board working (or “ad hoc”) groups are struck as the need arises, are generally of short duration, and often gather prior to board meetings (that is, earlier in the same evening)
* A board retreat usually takes place on a Saturday in the autumn, for 3 to 4 hours;
* The annual general meeting (AGM) of the members is late in June, preceded by a meeting of the outgoing board just before the AGM and followed by a meeting of the new board immediately after the AGM. Total time: 1 – 1 ½ hours.

*1. Please indicate why you are interested in serving as a director at Vitanova:*

*2. Please indicate what skills and experience would you bring to the board of Vitanova.*

In the spaces provided, indicate the extent of your skills and experience in each of the following areas, based on these values: 3 = extensive skills and/or experience in the area, 2 = fairly good, 1= only just some, 0 = none at all

\_\_\_\_\_Board Governance \_\_\_\_\_Government Relations \_\_\_\_\_Ethical Practice

\_\_\_\_\_Public Affairs & Administration \_\_\_\_\_Political Service \_\_\_\_\_Legal Knowledge

\_\_\_\_\_Accounting \_\_\_\_\_Human Resources \_\_\_\_\_Labour Relations

\_\_\_\_\_Strategic Planning \_\_\_\_\_Risk Management \_\_\_\_\_Clinical Services

\_\_\_\_\_Information Technology \_\_\_\_\_Health Care Administration \_\_\_\_\_Health Care Delivery

\_\_\_\_\_Finance/Business Mgmt. \_\_\_\_\_Health Educ/Promotion \_\_\_\_\_Social Services

\_\_\_\_\_Quality/Performance Mgmt. \_\_\_\_\_Patient Advocacy \_\_\_\_\_Local Community

\_\_\_\_\_Construction/Project Mgmt. \_\_\_\_\_Other: specify:\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_

*3. Indicate any board or board committee experience you have had with a not-for-profit and/or charitable agency and for how long:*

|  |  |  |  |  |
| --- | --- | --- | --- | --- |
| *Organization*  *(e.g., Hospice House)* | *Position(s)*  *(e.g., board member, committee chair)* | *Time Period*  *(e.g., 2016 – 2022)* | *Contact*  *(e.g., John Doe, Board chair)* | *Contact’s Email*  *(e.g.,jdoe@gmail.com)* |
|  |  |  |  |  |
|  |  |  |  |  |
|  |  |  |  |  |

*4. Diversity, equity and inclusion are key values of The Vitanova Foundation.*

***For that reason, we ask you to complete the following confidential inventory of your own diversities.***

***This is entirely voluntary on your part: you may answer ALL, SOME, or NONE of the questions below.***

*Today’s date: \_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_How old are you today?\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_*

***What is your gender?*** *(√ check as appropriate)*

|  |  |  |  |  |  |
| --- | --- | --- | --- | --- | --- |
| Male | Female | Transgender (male to female) | Transgender (female to male) | Non-binary (not solely  male or female) | Other (please specify) |

***What population group best describes you?*** *(√ check as appropriate)*

|  |  |  |  |
| --- | --- | --- | --- |
| White | First Nations/Inuit/Metis | Asia | Black |
| Middle Eastern | Latin American | Multiple/Mixed/Other (specify) | |

***What is your highest level of education?*** *(√ check as appropriate)*

|  |  |  |  |  |  |
| --- | --- | --- | --- | --- | --- |
| No formal schooling | Some primary | Some secondary | Some community college | Some university | Post-graduate university (MA, PhD) |
| Primary graduate | Secondary graduate | College graduate | University graduate |

***Which of the following best describes your sexual orientation?*** *(√ check as appropriate)*

|  |  |  |  |
| --- | --- | --- | --- |
| Heterosexual/straight | Homosexual/gay | Bisexual | Asexual/non-sexual |
| Lesbian | Not sure/questioning | Queer | Two-spirited |
| Other (please specify) | | | |

***What is your marital status?*** *(√ check as appropriate)*

|  |  |  |  |
| --- | --- | --- | --- |
| Married | Re-married | Common law | Widowed |
| Divorced | Legally-separated | Married, living apart | Single, never married |
| Other (please specify) | | | |

***What is your status in terms of religion?*** *(√ check as appropriate)*

|  |  |  |  |
| --- | --- | --- | --- |
| Atheist/Agnostic | Buddhist | Christian | Hindu |
| Jainism | Muslim | Sikh | Other (please specify) |

***Indicate any disability you may have:***

|  |
| --- |
|  |

***Indicated if you (or a family member) has ever accessed a service at Vitanova:*** *(√ check as appropriate)*

|  |  |  |  |
| --- | --- | --- | --- |
| Day program (Vitanova) | Family support group | Aftercare | Black Creek Youth Group |
| Day program (North York) | Outpatient counselling | Shelter | Other (please specify) |

**I can commit to the time required of me and am interested in furthering Vitanova’s mission, vision and values**

**Candidate’s Signature \_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_Date: \_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_**

**You may submit your application in any of two ways:**

1. Sign it electronically, save it as a file, then attach it along with an up-to-date resume to an email addressed to [info@vitanova.ca](mailto:info@vitanova.ca) with “Application” in the subject line.

2. Print your completed application and courier or post it to The Vitanova Foundation, **6299 Rutherford Road**, Woodbridge ON L4H 4X6, Attention: Applications.

**The Vitanova Foundation accepts applications at any time, but only those applications received by MARCH 15 in a given year will be considered when electing three new directors each June.**

Applications received after MARCH 15 in a given year may be considered at a future date, providing applicants indicate their preference below [check any that apply]:

□ If a vacancy occurs between regular elections, I wish this application to be considered once again. Please contact me to confirm my availability in the next two years.

□ If not elected this year, I wish to be considered within the next two years---without having to apply once again. Please contact me to confirm my availability.

□ If not selected this year, I do not wish to be considered in future