



## **BOARD APPLICATION AND POSITION DESCRIPTION**

### Overview

The Board of Directors at Survivor's Hope Crisis Centre governs the overall execution of the organization's mission. Principally, the Board manages organizational finances and sets long term priorities for programs. Additionally, the Board oversees the Executive Director, who is responsible for day-to-day management of the organization. Overall, the members of the Board contribute the educational, management, legal, and financial skills needed to ensure long term organizational stability and ensure year-to-year educational excellence to meet our mandate.

The SHCC Board of Directors requires a minimum of 5 Directors to operate and can accommodate up to 12 Directors as outlined in our constitution. Directors renew their Board participation at the Annual General Meeting.

Board Member responsibilities include attendance at regular board meetings (average six per year, **held virtually**), as well as email conversations as part of Board work. Board members hold a fiduciary responsibility for management of the organization for ensuring appropriate filings with federal, provincial, and local authorities consistent with the organization's status as a registered charitable organization. The attendance policy allows for removal if three consecutive meetings are missed without notice.

Board positions require a time and energy commitment that should not be underestimated. Candidates are urged to consider personal priorities for the next year as well as the ways to contribute to the development of the organization when considering a position on the Board. Directors are encouraged to apply their gifts and talents to Board work.

Resources available to prospective members:

- [www.survivors-hope.ca](http://www.survivors-hope.ca) , facebook.com/survivorshope , or instagram @survivors.hope.mb
- Organizational Documents: Constitution, Strategic Plan, Annual Budget, Annual Reports, policies and other documents as available
- Program overview and Board history

If you have questions please call the Executive Director at 204-272-8835 or email [executivedirector@survivors-hope.ca](mailto:executivedirector@survivors-hope.ca)

To apply:

- Submit the one-page Board Application (page 2 of this document) and your resume to the Executive Director at [executivedirector@survivors-hope.ca](mailto:executivedirector@survivors-hope.ca)
- Copies of the one-page application will be distributed to the Board of Directors and will aid current Directors in understanding how you would like to contribute to the organization's work.
- Applicants will be asked to attend several Board meetings before being officially invited to join the Board.

### ***Time Considerations***

#### Meetings:

- Board Meetings approximately ten per year
- Committee work generally done by e-mail or at board meetings
- Annual General Meeting in September

**Application for Survivor's Hope Crisis Centre Board Candidacy**

Name and Pronouns	
Birthday (required for reporting)	
School / Company	
Current Occupation	
Contact Details	
<i>Mailing Address &amp; Physical Address</i>	
<i>Telephone</i>	
<i>Cell Phone</i>	
<i>E-mail</i>	

**We want to understand your views and how your potential contributions might fit with the organization's vision. Please answer the following questions. Limit your response to the space provided. Please also attach your resume to this application.**

1. Please **briefly** describe your professional background, education and other relevant experience.
  
2. Why do you seek a position on this board?
  
3. Please briefly outline the specific skills/talents you bring, or contributions you hope to make, to this board.
  
4. Are you currently serving on a board of directors for another organization? If so, please list organization name and your position/role.
  
5. What is your preferred method of contact/communication? Email    Phone Call    Text Message