

# Expression of Interest for Election as a Board Member

Before completing, please review the documents that follow this application:

- The Mission, Vision and Values of Bennett Village
- Expectations for Board Members

## Contact Details:

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

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

City: \_\_\_\_\_ Postal Code: \_\_\_\_\_

Home Phone: \_\_\_\_\_ Cell Phone: \_\_\_\_\_

Work Phone: \_\_\_\_\_

Personal email: \_\_\_\_\_

Work email: \_\_\_\_\_

## Board Committees:

- Executive
- Quality of Care
- Marketing and Fund Development
- Strategic Planning
- Finance
- Nominating
- Bennett Village (Gallery) Governance
- Bennett Village Development

1. Please explain why you want to serve on the Board of Directors.

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2. Have you ever served on a Board of Directors? If so, please indicate the organization(s), the dates for time served and any specific role(s) played within the Board(s).

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3. Have you or do you currently belong to any community groups or organizations? If so, please list with dates.

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4. Please tell us how your professional credentials, work and volunteer experience and other skills would help you to serve on the Bennett's Board of Directors and any of its committees.

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5. The Board meets at least ten times a year and generally committees meet monthly. Would you be able to attend a majority of these meetings, if elected to the Board?

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Please email the Expression of Interest\*, and any questions or queries to:  
Chair, Board of Directors,  
Chair of Nominating Committee at [chair.bennettvillage@gmail.com](mailto:chair.bennettvillage@gmail.com)

\*You may include a resume if you wish.

The Bennett Village is dedicated to providing service excellence to those in need in our community. The foundation upon which we operate is provided in the following:

## **Vision**

Bennett Village—a leader in adult living environments and services.

## **Mission**

To be a not-for-profit community of care and living options that provides evolving supports and services for older adults in Halton Hills.

## **Values**

We believe that the following core values must pervade all aspects of our service, must infuse all our interactions and must be a measure of all behaviour within our organization, and with the community at large

- Dignity
- Respect
- Compassion
- Quality
- Trust
- Teamwork
- Leadership

## **Expectations for Board Members, Bennett Village**

### **Qualifications as per Board Bylaws:**

Each Director shall:

- be a member of the centre in good standing;
- be at least eighteen (18) years of age; and
- not be an undischarged bankrupt nor a mentally incompetent person

As a member of the Board, you are responsible for:

- Establishing and monitoring the achievement of purpose and strategic direction of the Corporation.

- Monitoring the Corporation's financial health, quality of service, and compliance with applicable laws, regulations, and ethical standards.
- Appointing the CEO and setting standards for the CEO to follow with respect to effectiveness and efficiency.
- Ensuring continuing and effective governance of the Corporation.
- Establishing corporate policies and processes to achieve all of the above.
- Investing your time and talents

As a Board member you will need to allot time to:

- Serving three (3) year term on the Board (renewable for a total of six (6) years)
- Preparing for and attending monthly Board meetings.
- Serving on at least one Board committee.
- Attending occasional education sessions and participating in special events as a representative of the board.

Although you may have been elected because you bring special expertise, you do not represent a particular constituency. At the board table, you are expected to exercise due diligence, asking prudent and appropriate questions and to apply a standard of care that reflects your particular experience and knowledge. An accountant, for example, is expected to speak up on financial issues more often than a social worker, who will make a valued contribution in other discussions. All Board members, however, should keep current on issues related to the operation and bring an informed view to their decisions. You should be familiar with corporate bylaws, applicable Acts and regulations and other documents, all of which are included in the Board Orientation binder.

## **Accountability**

The Board, not the CEO, is accountable to the provincial government for the expenditure of public funds, and for adherence to provincial laws, regulations and policies. It is accountable to the Corporation's membership and hence the community for the quality of service it provides. While some committees have community members who contribute to discussion and recommendations and who are not Board members, the Board alone is responsible for its corporate decisions.

## **Clarifying roles**

The Board puts in place goals, structures and policies. It does not participate in the day-to-day administration of Bennett Village (Bennett Centre LongTerm Care and The Gallery Active Living), which is the responsibility of the CEO. It is the CEO's role to ensure the

board is well informed on relevant aspects of the operation, of interest to or related to those in a governing role.

Once decisions are made, all Board members must honour them. In the community, the Board Chair and CEO speak for the Board, unless they delegate that responsibility.

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**Acknowledgement:**

My signature below attests that I have read the Expectations for Board Members of Bennett Village and that if elected as a Director, I commit to respect, uphold and advance the Vision, Mission and Values of the Bennett Village.

Signature: \_\_\_\_\_

Date: \_\_\_\_\_