



Board of Director Opportunities

SENIOR SUPPORT SERVICES (CPHC) is a non-profit community governed organization that delivers programs, services, and supports to seniors with overall execution of its **MISSION**, “to help seniors remain safe, healthy, and independent, and to thrive in their homes and local communities”. Additionally, the Board oversees the Executive Director, who is responsible for day-to-day management of the organization operations. Members of the Board contribute the educational, management, legal, and financial skills needed to ensure long term organizational stability.

The organization is 60% funded by Ontario Health, is a member agency of United Way Leeds & Grenville, and relies on fundraising, donations, and client fees to manage the delivery of programs/services to seniors.

The Board of Directors has up to eleven (11) voting members. Board terms are 3-years. Responsibilities include attendance at monthly meetings (average of 9-10 per year); meetings are electronic with quarterly in-person meetings; as well there are regular communications via email. Board members have a fiduciary responsibility for management of the organizational capital and ensuring appropriate filings with federal, provincial, and local authorities consistent with the organizations non-profit charitable status. The meeting attendance policy allows for removal of a Director if three (3) consecutive meetings are missed without notice.

DECLARATION OF CANDIDACY

The Board positions require a time and energy commitment; candidates are urged to consider personal priorities for the next year that could impact time commitments. The Board oversees three (3) Board Committees (Finance/Audit/Risk Management; Quality Improvement; Governance) and two (2) advisory sub-Committees (Fundraising Advisory Committee; Consumer Advisory). Directors are expected to join one of the Board Committees which meet 2-4 times per year with no more than 1 Committee and 1 Board meeting per month. Candidates are urged to consider ways to contribute to the development of the organization.

BENEFITS

As a Director of our Board, you will experience the satisfaction of working with an energetic, committed Board team and see your contributions and advocacy making a difference for so many seniors and caregivers who rely on our programs/services. We serve a large geographic areas across Leeds & Grenville and some areas of Lanark with a higher population of seniors (24%) than the provincial average (19%) (2021 Census – Stats Canada). With the expected increase in our senior population (aging baby boomers), the reliance on our programs/services will also increase.

Available Resources for Prospective Members:

- Strategic Plan, Corporate By-Law, Governance Policies (posted to website) www.cphcare.ca
- Fiscal Year Budget and other documents available upon request.
- Email or call the Executive Director at: tmontgomery@cphcare.ca / 613-342-1747 ext. 2051 with questions, or if you would like contact information for the current Nominating Committee Chair.

To apply:

- Submit the one-page Board application (page 2 of this document) and your resume to Fay Garvin, Executive Assistant / Board Coordinator at: fgarvin@cphcare.ca PLEASE WRITE ‘**New Board Member Application**’ in the subject line.
- Copies of your application and resume will be distributed to members of the Nominating Committee to aid in understanding how you would like to contribute to the organization’s work.

Candidates should be 18 years of age or older and preferably, be a resident of the geographical areas we serve (i.e. Lanark, Leeds or Grenville counties, Kingston and surrounding area).



www.cphcare.ca

Supported by:



BOARD CANDIDACY APPLICATION
for **Community & Primary Health Care – Lanark, Leeds & Grenville**
(operationally known as Senior Support Services-CPHC)

Name	
School / Company	
Current Occupation	
Contact Details:	
Address:	
Telephone / Cell #:	
Email:	

In effort to understand your views on current operations and how your potential contributions might fit with the organization's vision, please answer the following questions. **Please include your resume or CV to fgarvin@cphcare.ca** long with this application form.



