

Board of Directors Application

Thank you for your interest in joining the CommunitiCare Health Board of Directors. We are currently seeking candidates with professional and/or lived experiences in the following areas:

- Supportive housing
- Multi-unit real estate financing
- IT and digital technologies

The ideal candidates will be ready to join a collaborative team that is dedicated to contributing to the community. You will have the personal integrity, initiative and curiosity to actively engage in group discussions. Previous board experience is not required. Yet, ideal candidates will bring a strong willingness to learn, and be ready to build your leadership skills while helping others become stronger leaders.

Please complete the following application and submit your resume, if available, to Virginia Villagomez-Soto at ea@communiticare.org by **July 31, 2024, 5 p.m.**

About CommunitiCare Health

CommunitiCare Health is the first agency in Toronto to bring together a full range of community health services in a single, publicly funded organization. We integrate primary health care, community supports for seniors and individuals with disabilities, home care, and community mental health and addiction services, including supportive housing. We do this because we are committed to building a strong, integrated community health system that will better serve the needs of our community members.

CommunitiCare is guided by our vision, mission and values. Visit our website communiticare.org to learn more.

About CommunitiCare Health Board of Directors

We are a skills-based, governance board that is focused on visioning, strategic planning, policy, and CEO oversight. Our Board meets approximately eight to 10 times per year in the evenings. Meetings take place in person, where we enjoy dinner as a team. Board Committees follow a similar schedule, and meet virtually.

Review our FAQs for more information.



Board of Directors Application

The CommunitiCare Health Board of Directors is committed to creating equitable opportunities for applicants to the Board, regardless of race, ancestry, place of origin, colour, ethnic origin, citizenship, creed, sexual orientation, gender identity, gender expression, age, record of offences (as defined in the Ontario Human Rights Code), marital status, family status, immigration or economic status or disability.

To express your interest in joining the Board, please complete the following sections. Individuals who need an accommodation to complete this application, please submit your request to Virginia Villagomez-Soto at ea@communiticare.org.

We thank all applicants, but only those selected for an interview will be contacted.

Candidate Information

Please complete the following fields:

Name:	
Address:	
Telephone Number:	
Email Address:	

Please tell us more about you.

	Yes	No
I live in West Toronto		
I work in West Toronto Occupation (if yes): _____		
I volunteer in West Toronto Organization (if yes): _____		
I speak more than one language Language (if yes): _____		
Do you identify as a person or family member with lived experience of serious mental illnesses or addictions?*		

*If you wish to provide a confidential response to this question, please contact Virginia Villagomez-Soto at ea@communiticare.org.



Statement of Interest

Please respond to the following questions.

1. What skills, experiences, and other qualities would you bring to our Board to help govern at the level of the Board as a whole, and as a Board Committee member? Please share any skills or experiences related to our current needs in the areas of supportive housing, multi-unit real estate financing and/or IT and digital technologies.

2. A standard Board of Director's term length is three years. Do you believe you would be able to commit to a full term?

- Yes
- No

3. The Board recommends Directors participate in two Committees. Please indicate, which Committees you would be interested in joining.

- Community Engagement
- Finance and Audit
- Governance and Nominating
- Quality

Skills and Attributes Self-Assessment

Help us better understand the skills and attributes you will bring to the Board of Directors. Please complete the table below using the following rating scale to assess your level of knowledge, skill or experience:

Advanced: Advanced study, senior management role, degree/designation, 10+ years of professional or lived experience

Intermediate: University/college study, middle management role, solid understanding, 5+ years of professional or lived experience



Beginner: General understanding with some initial study or exposure, 2+ years of professional or lived experience

Use the Comments/Details section to add any additional details you would like to share with us.

Please note: We do not expect any applicants to have the knowledge, skills or experience in all of these areas.

Skill/Attribute	Advanced	Intermediate	Beginner	None	Comments/Details
Accounting/finance in the health care or not-for-profit sector					
Business Management in the health care or not-for-profit sector					
Multi-unit real estate acquisition and financing					
Construction and Property Management – commercial and/or residential					
Information Technology and Digital Technology, including: - Procurement - Design - Privacy - Cyber security - Knowledge management - Records keeping					
Human Resources and Human Resources Management in the health care or not-for-profit sector					
Health care sector, including experience					





CommunitiCare Health

as a physician, nurse, management, etc.					
Health care administration and policy					
Health education, promotion, outreach					
Community or stakeholder engagement					
Supportive housing					
Service user and health care advocacy					
Communications					
Policy design					
Board of Directors experience in the health care or not-for-profit sector					
Enterprise risk management					
Legal experience, including the health care, public and/or not-for-profit sector					
Legal risk management					
Lived experience related to serious mental health and/or addiction					
Cultural competency					
Anti-racism and inclusion, diversity, equity and accessibility (IDEA)					

Resume

Please attach your resume as part of the Application Package, if available.



Submission

Please submit your completed application and resume, if available, to Virginia Villagomez-Soto at ea@communiticare.org by **July 31, 2024, 5 p.m.**

Frequently Asked Questions about Being on the CommunitiCare Health Board of Directors

How do you describe the Board?

The Board is proactive, collaborative, and adopts a governance framework that is focused on visioning, strategic planning, policy, and CEO oversight.

What is the term commitment for a Board member?

Board members serve a three-year term unless they replace another member who could not complete their term. Board members are eligible for election for two consecutive terms, to a total of six years.

What are the other commitments for Board members?

Board members will attend eight to 10 Board meetings per year. Meetings are held in person in the evenings at one of our CommunitiCare locations where dinner is provided. A Board member could be removed if they miss three consecutive Board meetings.

Board members will participate in at least two Committees and/or Working Groups of the Board. Committee and/or Working Groups meet virtually. Board members will also participate in Board retreats and learning sessions.

What supports are available to onboard new Board members?

We are ready to welcome new members to our Board and offer several opportunities to support their success. This includes a Board orientation session held at the start of the Board term. New Board members will also be paired up with a “buddy” – an experienced Board member who can answer their questions.

What are the Board Committees and Working Groups?

Board currently includes the following Committees:

- Community Engagement
- Finance and Audit
- Governance and Nominating
- Quality



When necessary to assist the Board with its tasks, Board Ad-hoc Committees and/or Working Groups are established. Ad-hoc Committees and Working Groups meet at the call of their Chair and will only meet as necessary to complete their tasks as per mandate of the Board of Directors.

Each Committee and Working Group has a Terms of Reference that outlines its scope of work.

How frequently does the Board and the Committee/Working Groups meet?

The Board of Directors meets in person approximately eight to 10 times per year in the evening where dinner is provided. Typically, the Board does not meet in December, July and August. Board Committees follow a similar schedule and meet virtually.

How long does it take to prepare for a Board, committee and/or working group meeting?

Board members typically spend one to two hours to prepare for each meeting.

Do the Board, Committees and Working Groups make work plans for themselves for the year? Do they report on progress on a regular basis?

Yes. The Board and standing Committees each has a Terms of Reference. Each one develops an annual work plan. The Board follows a three-year calendar schedule regarding reports and strategic plans.

Does the Board evaluate its own performance on an annual basis?

Yes. The Board has a process and schedule to assess its effectiveness and annual performance.

Is support available so that I can participate?

Yes. Hybrid options are available if you are unable to attend Board meetings in person. CommunitiCare pays for the child care costs incurred during Board, Committee or Working Group meetings or work, on request. Expense claims must include attached proof of payment. CommunitiCare offers an honorarium for Board, Committee or Working Group meetings for members with lived experience.

What is the best part of being a Board member?

As a Board member, you will join a dynamic and diverse group of people committed to their community. You will also contribute to helping CommunitiCare Health achieve its bold vision and strategy, and support the health and well-being of residents in West Toronto. There are also plenty of opportunities to learn and grow as a leader and Board member as you deliver solutions to challenging problems.

