



Board of Directors

Call for Nominations

The Canadian Association of the Deaf - Association des Sourds du Canada is seeking nominations for its Board of Directors for two-year terms. There will be an election to fill the positions of **President, Vice President (Governance and Membership), Secretary, Treasurer, Communications Director, National Francophone Director, and 3 Directors-at-Large**. The election will be held at our Annual General Meeting on July 3-4, 2015 in Halifax, Nova Scotia.

We are searching for candidates who support the objectives and activities of the organization. To learn more about our organization, please visit at www.cad.ca.

The Canadian Association of the Deaf - Association des Sourds du Canada is intended to reflect a diversity of experience, skills, knowledge and abilities, suited to the strategic needs of the organization. We are looking for members from all areas of the community and from a range of backgrounds (e.g. gender, sexual orientation, gender identity, race, ethnicity, francophone, aboriginal, youth, and senior.)

The role of Board members includes:

- Ongoing evaluation of the organization's mission, vision and values
- Monitoring the organization's progress towards achieving its mission and strategic direction
- Strategic planning
- Advocacy, community and stakeholder outreach
- Continued evaluation (and restructure as necessary) of the internal and external structures of the organization
- Financial oversight (due diligence)
- Board self-maintenance, including recruitment and orientation of new Directors

REQUIREMENTS OF DIRECTORS

Directors are expected to:

- Attend board meetings as scheduled, well-prepared in advance.
- Sit on at least two standing committee and, as needed, ad hoc committees.
- Participate in Canadian Association of the Deaf - Association des Sourds du Canada activities including Annual General Meetings, advocacy, training, outreach, fundraising events, press conferences, and others as necessary.
- Be readily accessible and responsive to email communication.

ROLES AND RESPONSIBILITIES OF EACH DIRECTOR

In Article VI, Section 30 of the CAD-ASC Bylaws, it is defined as below:

a. The President shall:

- i. Preside at all meetings of the members of the Corporation and of the Board of Directors;
- ii. Sign all By-laws and execute any documents along with the Secretary;
- iii. Serve as the official spokesperson for the Corporation;
- iv. Act as a liaison between the Board, staff, community, and attend all meetings on government relations; and
- v. Perform any other duties which the Board of Directors may, from to time, assign.

b. The Vice President (Governance & Membership) shall:

- i. In the absence or disability of the President, perform the duties and exercise the powers of the President;
- ii. Coordinate regulatory compliance, chair the election committee, chair the governance committee, and report and consult on governance issues to the Board of Directors;
- iii. Coordinate and provide support to the Directors in their outreach and ongoing membership efforts; and
- iv. Perform any other duties which the Board of Directors may, from to time, assign.

c. The Secretary shall:

- i. Keep and maintain the records and books of the Corporation, including the registry of Officers and Directors, the registry of members, the minutes of Annual General Meetings and meetings of the Board of Directors, the By-laws and resolutions;
- ii. Sit on at least one Board committee;
- iii. Give any notices required for the Annual General Meetings, Special Meetings; and
- iv. Perform any other duties which the Board of Directors may, from to time, assign.

d. The Treasurer shall:

- i. Oversee the finances of the Corporation;
- ii. Ensure the completeness and accuracy of all financial records and books of the Corporation;
- iii. Sit on at least one Board committee;
- iv. Assist in preparation of the financial statements of the Corporation; and
- v. Perform any other duties which the Board of Directors may, from to time, assign.

e. The Communications Director shall:

- i. Oversee the communication distributions of the Corporation;
- ii. Sit on at least one Board committee;
- iii. Coordinate and provide leadership to the Directors in their outreach and ongoing communication efforts; and
- iv. Perform any other duties which the Board of Directors may, from to time, assign.

f. The National Francophone Director shall:

- i. Act as a liaison in the Francophone community across Canada, providing regular updates to the Board of Directors, including the community issues;
- ii. Act as a conduit to disseminate the Corporation's information to their communities and members, in collaboration with the Communication Director;
- iii. Sit on at least one Board committee;
- iv. Serve as the key recruiting force to bring new members into the organization; and
- v. Perform any other duties which the Board of Directors may, from time to time, assign.

g. The Directors at Large shall:

- i. Act as a liaison in their region, providing regular updates to the Board of Directors, including the community issues;
- ii. Act as a conduit to disseminate the Corporation's information to their communities and members, in collaboration with the Communication Director;
- iii. Sit on at least one Board committee;
- iv. Serve as the leader and liaison persons on specific themes and/or key issues, as recommended by the Board from time to time; and
- v. Perform any other duties which the Board of Directors may, from time to time, assign.

NOMINATIONS

1. To stand for election, an individual must:

- a. Be 18 years of age or older
- b. Be a Canadian citizen or permanent resident as defined in the Immigration and Refugee Protection Act (Canada)
- c. Be a paid-up individual member of the Corporation at the time of their election
- d. Shall not serve simultaneously as a voting representative of any voting affiliate (Full Members and Organizational Members) of the Corporation
- e. No more than three (3) Directors may be from the same province or territory
- f. Shall not hold more than one office of the Corporation
- g. Submit a written statement of interest (up to 300 words) or submit an ASL or LSQ video for a maximum 3 minutes through MailVU.com or privately on [VIMEO](https://www.vimeo.com) or [Youtube](https://www.youtube.com) that clearly describes the knowledge, skills, abilities and experience you would bring to the Canadian Association of the Deaf - Association des Sourds du Canada.

2. Nominations can be made anytime up to **May 6, 2015**. The Nominations Committee will review nominations received by the deadline and will make recommendations to the Board of Directors based on the following criteria:

- a. Commitment to the organization and the communities we represent
- b. Ability to contribute based on the criteria set out above
- c. Approach as a Director
- d. Relevant knowledge, ability and skill sets

3. The Board of Directors will make the final determination as to which candidates will be slated for an election at the Annual General Meeting.

Please e-mail all documentations and completed acceptance forms to:

Nominations Committee
Canadian Association of the Deaf - Association des Sourds du Canada
606, 251 Bank Street, Ottawa, Ontario
Email: info@cad.ca