



CMHA BC Division 2020 Board of Directors

Nomination Form

Call for Board Members

The Canadian Mental Health Association, BC Division (CMHA BC) is currently seeking candidates for three positions on our Board of Directors. The position is a three-year term from September 2020 to September 2023. We are looking for individuals from a diverse range of backgrounds and experiences who are interested in helping us fulfill our vision of improving the mental health and well-being of all British Columbians.

Members of the CMHA BC Division Board must reflect the diversity of our community. Best efforts will be made to include on the Board, people with the following attributes, experience and/or credentials:

- Fundraising and/or sponsorship
- Government relations
- Human resources or people capital
- Law
- Accounting
- Online or digital communication with a focus on marketing and/or fundraising
- Experience treating people with mental health or addiction issues
- Proven leadership capabilities

In addition, the Board of Directors prioritizes candidates who identify as:

- Persons with direct lived experience with mental illness or addiction
- Members of an Indigenous community
- Youth (19 – 30 years of age)

Nominees must be able to demonstrate commitment to CMHA BC's Vision and Mission. Nominees must be available and willing to fulfill board member duties, including being open to learning and the ability to work as a team. **Nominees must either already be or be willing to become members of CMHA in BC.**

Nomination packages can be printed from our website at cmha.bc.ca/board-nomination

A full job description is available on our website at cmha.bc.ca/board-nomination



**Canadian Mental
Health Association**
British Columbia
Mental health for all

Nomination packages must be received at the CMHA BC Division office by 4:00 pm PDT on **May 29, 2020**

Deadline: 4:00 pm PDT May 29, 2020

Our Vision

Mentally healthy people in a healthy society

Mission

Founded in 1918, the Canadian Mental Health Association (CMHA) is a national charity that helps maintain and improve mental health for all Canadians. As the nation-wide leader and champion for mental health, CMHA helps people access the community resources they need to build resilience and support recovery from mental illness.

Mental health, substance use and addictive behaviour are within the scope of the organization.

Our Key Values and Principles

- Embracing the voice of people with mental health and addiction issues
- Promoting inclusion
- Working collaboratively
- Influencing the social determinants of health (e.g. housing, justice)
- Focusing on the mental health needs of all age groups
- Using evidence to inform our work
- Being transparent and accountable

CMHA BC has been accredited through Imagine Canada's National Standards Program. The Standards Program awards accreditation to charities and nonprofits that demonstrate excellence in five fundamental areas: board governance; financial accountability and transparency; fundraising; staff management; and, volunteer involvement. The Standards Program Trustmark is a mark of Imagine Canada used under licence by CMHA BC.



Learn more about CMHA's vision, mission, strategic goals, and the rules that govern our organization under the About Us section at www.cmha.bc.ca

Deadline: 4:00 pm PDT May 29, 2020

Nation-wide Strategic Goals and Directions

Goal 1: Strengthening Our Voice

- Heightened awareness and value of CMHA brand
- Increased influence over national, provincial and local policies
- Broadened contact with and impact on the lives of people in Canada

Goal 2: Ensuring Quality Services

- High quality, evidence-based CMHA services that improve people's lives
- Widely recognized, flagship programs delivered across the country
- Innovation in programs and services

Goal 3: Enhancing Our Organizational Health

- Strengthened CMHA governance and organizational framework
- Improved internal communication
- Improved recruitment, development and retention of volunteers
- Increased fundraising capacity

Please visit the About Us section at www.cmha.bc.ca for more on our nation-wide strategic plan.

Candidate Information

To be completed by all nominees. PLEASE PRINT OR TYPE.

Name _____

Address _____

Phone (_____) _____ (_____) _____
(Home) (Business)

(_____) _____
(Mobile)

Email _____

I prefer to be contacted by:

home phone business phone mobile phone email

Profession and/or Expertise _____

If you have any questions about the nomination and election process please contact Tom Morton, Chair, Nominating Committee at nominatingchair@cmha.bc.ca

DEADLINE: May 29, 2020 by 4:00 pm PDT

Information from this Nomination Form will be used in the preparation of the election package.

Deadline: 4:00 pm PDT May 29, 2020

Questions

We've asked each candidate three questions about CMHA and we will present all the answers in the election kit. To facilitate ease for voters, we may edit for consistency.

Please note: Due to space limitations, we request that you please keep your response to **100 words or less**. You may use bullet points if you wish. Responses longer than 100 words will be reduced.

Question #1

Part A. Can you please introduce yourself? You can include highlights from your professional/volunteer background. In your response, it will be beneficial to indicate how your background will contribute to the Board of the Directors in the identified priority areas of expertise:

- Fundraising and/or sponsorship
- Government relations
- Human resources or people capital
- Law
- Accounting
- Online or digital communication with a focus on marketing and/or fundraising
- Experience treating people with mental health or addiction issues
- Proven leadership capabilities

If you wish, please indicate if you self-identify as a:

- Person with direct lived experience with mental illness or addiction
- Member of an Indigenous community
- Youth (19 – 30 years of age)

Please do not exceed 100 words.

Part B. Please describe for us what the term “lived experience” means to you.

Please do not exceed 100 words.

Deadline: 4:00 pm PDT May 29, 2020

Question #2

The CMHA BC Board has responsibility for the governance and strategic oversight of CMHA BC. Please tell us how your experience will help fulfill your role as director. **Please do not exceed 100 words.**

Deadline: 4:00 pm PDT May 29, 2020

Question #3

What do you see as the emerging issues in the area of mental health and addiction that CMHA BC should address as a priority in the next 3–5 years?

Please do not exceed 100 words.

Note: Including a resume to provide additional information is optional. Information from your resume will not be included in the election kit.

Resume is attached

Deadline: 4:00 pm PDT May 29, 2020

Qualification

Qualifications for Nomination (extracted from bylaws [2016])

6.2 Nomination of candidates

The nomination of a candidate for election as a director in the election by ballot provided for in this Section is valid only if:

- a) The nominee is qualified to be director in accordance with Subsection 7.3 [Qualification];
- b) The person is nominated by the Nominating Committee or nominated in writing by at least ten members of the Society in good standing who are eligible to vote on the election of directors;*
- c) The nominee consents in writing to the nomination; and
- d) The nomination and consent are received by the Chief Executive Officer on or before the Nomination Date

7.3 Qualification

Subject to Subsections 7.20 and 7.21, a person must be a member of the Society to become or act as a director of the Society, and no person is qualified to become or act as a director of the Society who is under the age of 19 years or is an employee of the Society, of any Branch or of the national office of the Canadian Mental Health Association.

Eligible nominees for election to a 3-year term on the Board of Directors must:

- Be 19 years of age or older
- Be able and willing to fulfill the responsibilities and duties outlined in the job description, for a term of three years
- **NOT** be an employee of any branch, of any division, or of the national office of the Canadian Mental Health Association
- Be a current member of the Canadian Mental Health Association, BC Division or a CMHA branch in BC or willing to become a member. If you are not a current member, you may request membership and include your membership fee with your completed nomination form
- Complete the attached Declaration of Eligibility of Director or Officer pursuant to s. 149.1 (1) of the Income Tax Act (Canada)

I have read the qualifications for nomination eligibility and agree that I meet the qualifications for nomination

Name: _____
(Please print)

Signature: _____ Date: _____

* Member signatures are not required for nomination. The signature of ten members eligible to vote guarantees that a nomination proceeds to the ballot. Nominations of individuals without ten member signatures will be at the discretion of the Nominating Committee.

Deadline: 4:00 pm PDT May 29, 2020

Member Signatures

Pursuant to the CMHA BC Division Bylaws Section 6.2b, the nomination of a candidate for election as a director in the election by ballot is valid if “the person is nominated by the Nominating Committee or nominated in writing by at least ten members of the Society in good standing who are eligible to vote on the election of directors.”

See the *Qualifications for Nomination* section on page 8 of this package for details.

We, the undersigned, support the nomination of _____
for election as a Director of the Canadian Mental Health Association, BC Division. We are current ordinary members of the Society in good standing at the date of signature and are eligible to vote on the election of directors on the Nomination Date set by the Directors.

	Name (please print)	Signature	Date
1	_____	_____	_____
2	_____	_____	_____
3	_____	_____	_____
4	_____	_____	_____
5	_____	_____	_____
6	_____	_____	_____
7	_____	_____	_____
8	_____	_____	_____
9	_____	_____	_____
10	_____	_____	_____

Deadline: 4:00 pm PDT May 29, 2020

Consent Form

I, the undersigned, agree to have my name placed in nomination for election as a Director of the Canadian Mental Health Association, BC Division (CMHA BC). I understand that as part of the election process, my biographical sketch will be published on a ballot and mailed to all members in BC, and also posted on the CMHA BC website (www.cmha.bc.ca) which is accessible to the public. This information will be public only until the election ends: August 14, 2020. In the event that I am elected, I will receive and return a new consent form that is distributed to all new board members.

I am a paying member with the following Branch and/or Division:

- Yes, with the _____ Branch/Division.
- No, but my membership fee of \$20.00 is enclosed.
- No, but my membership fee of \$5.00 for individuals on limited income is enclosed.

If elected, I understand that I will be expected to:

- Serve a three-year term on the CMHA BC Board of Directors
- Attend at least 75% of the meetings of the CMHA BC Board during my term
- Be an active member as required
- Respond to requests
- Be available to participate in meetings on behalf of the CMHA BC Board
- Be a champion for fundraising in support of fundraising goals
- Be eligible to sign the Director's Eligibility Form
- Communicate through email and have access to the Internet from time to time

I have read the above statement and the Board job description. I agree that I have the time to meet my responsibilities as Director.

(Board job description is available to view on our website at cmha.bc.ca/board-nomination)

Name: _____
(Please print)

Signature: _____ Date: _____

Deadline: 4:00 pm PDT May 29, 2020

To be completed by all nominees. PLEASE PRINT OR TYPE.



**Canadian Mental
Health Association**
British Columbia
Mental health for all

(the "Society")

**Declaration of Eligibility of Director or Officer
pursuant to s. 149.1(1) of the Income Tax Act (Canada)**

I, _____, of _____,
British Columbia, declare that:

1. I consent to act as a director of the Society.
2. I am not an Ineligible Individual under the Income Tax Act (Canada). This means that:
 - a. I have never been convicted of a criminal offence, whether under the laws of Canada or elsewhere, that relates to financial dishonesty (including tax evasion, theft or fraud) or is relevant to the operation of a charity, unless
 - i. a pardon has been granted or issued and the pardon has not been revoked or ceased to have effect, or
 - ii. a record suspension has been ordered under the Criminal Records Act (Canada) and the record suspension has not been revoked or ceased to have effect;
 - b. In the past 5 years, I have never been convicted of a non-criminal offence, whether under the laws of Canada or elsewhere, that relates to financial dishonesty (including offences related to charitable fundraising, consumer protection and securities) or is relevant to the operation of a charity;
 - c. None of the charities listed in paragraphs 3 and 4 below have, within the past 5 years, had their charitable registration revoked; and
 - d. I have not, nor have I ever been, a promoter of a tax shelter arrangement that involved a gift to a registered charity, where such charity had its charitable registration revoked in the past five years for reasons that included its participation in the tax shelter.
3. I am or have been in the last 5 years a director, trustee or officer of the following registered charities:

Name of charity	Position held (director, trustee, officer)	Time period in which position held

Deadline: 4:00 pm PDT May 29, 2020

4. I control or manage, or have controlled or managed, either directly or indirectly, the following registered charities in the last 5 years:

Name of charity	Nature of control/management	Time period in which control/management held

5. I am eligible to be a director under the Society's bylaws and the Societies Act (British Columbia). This means that:
- I am at least 19 years of age;
 - I am not currently deemed by any court, in Canada or elsewhere, to be incapable of managing my own affairs;
 - I am not an undischarged bankrupt; and
 - I have never been convicted, in British Columbia or elsewhere, of an offence in connection with the promotion, formation or management of a corporation or unincorporated entity, or of an offence involving fraud, unless an exemption otherwise applies under the Societies Act.
6. I have never been convicted of an offence under the Health Professions Act (British Columbia) or similar professional regulatory legislation, or sanctioned with disciplinary action by a regulator of a profession, in or outside of British Columbia.
7. I have disclosed any breaches of professional ethics, breaches of trust, and contraventions of any professional practices.
8. I have disclosed any activities or affiliations that could be reasonably foreseen to risk or compromise the reputation of the Society.
9. I agree to undergo a criminal record check and release the results of this check to any individual or group that the Society deems is appropriate for the purpose of determining my eligibility to serve as a director. I authorize the Society to conduct investigations, including any online search or reference check, to determine the accuracy of the representations made in my Nomination Form.
10. I will inform the Society immediately should I become aware that any of the declarations above are or have become untrue.
11. I agree that if there is any dishonesty on my part, or if the Society or Canada Revenue Agency determines any dishonesty, with respect to this declaration, I will immediately tender my resignation of all positions held with the Society upon written request by the Society's board of directors.

 Nominee Signature Date Name of Nominee

 Witness Signature Date Name of Witness

Deadline: 4:00 pm PDT May 29, 2020

Checklist

Please ensure all sections are completed before submitting your nomination form:

- Candidate Information** - page 4
- Questions** - page 5–7
- Qualification** - page 8–9
- Consent** - page 10
- Declaration of Eligibility of Director** - page 11–12

Please send your completed nomination form by 4:00 pm PDT, May 29, 2020 to:

Mail: Attn: Jonny Morris, Chief Executive Officer
Canadian Mental Health Association, BC Division
905 - 1130 W. Pender Street
Vancouver, BC V6E 4A4

Email: CEOBC@cmha.bc.ca

Fax: (604) 688-3236