

BIG BROTHERS BIG SISTERS OF REGINA & AREA

# 2022 Board of Directors Application Package



Big Brothers  
Big Sisters  
OF REGINA AND AREA

## **Big Brothers Big Sisters of Regina & Area**

### **2022 Board Application Information Package**

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#### **We're Big Brothers Big Sisters of Regina & Area**

We exist to enable life-changing mentoring relationships that ignite the power and potential of young people. Young people who face adversity come through our doors every day and we're here to provide them with consistent and supportive developmental relationships through trained volunteer mentors. We are facilitating and building a relationship, with intent, between the mentor and young person that expresses care, challenges growth, provides support, shares power, and expands possibilities. Mentors teach by example and make an invaluable difference to young people. The goal is for young people to grow into amazing adults, ready to lead our future generations. Witnessing the transformation of a young person into a confident, concerned and motivated person is a truly remarkable thing. Ushering them into adulthood, seeing them grow into a to be positive contributors of our community and society at large is even more satisfying.

Since 1971, Big Brothers Big Sisters of Regina & Area has been making a positive difference in the lives of Regina, Moose Jaw, and Weyburn's youth by developing and implementing a broad range of mentoring programs for both in-school and outside of school. Serving as role models, our mentors teach by example the importance of giving and giving back, of staying in school and of having respect for family, peers, and community. Each time we pair a child with a mentor, we start something incredible. A life changing relationship built on friendship, trust, and empowerment.

#### **VISION**

All young people realize their full potential.

#### **MISSION**

Enable life-changing mentoring relationships to ignite power and potential of young people.

#### **About Our Board**

- Big Brothers Big Sisters of Regina and Area is governed by a volunteer board of directors made up of community professionals from a wide range of backgrounds.
- Our board consists of 9-10 members. Appointment terms are three years in length. Each director is eligible to serve two terms, for a total of six years. Members are elected at the Annual General Meeting held in September of each year.
- To carry out its duties, our board meets on the second Tuesday of each month, with the exception of December and August (unless necessary). Board members are expected to attend at least 80% of board meetings.

- The board's Executive consists of a Chair, a Vice-Chair, a Treasurer and a Secretary. In addition to the Executive, the board has three standing committees: Audit and Finance, Governance and Nominations, and Fund Development. Members may serve on these committees on based on their skillset and interest. From time to time, there may also be ad hoc committees struck for a specific purpose, such as executive recruitment.
- In addition to meetings of the board, members are encouraged to attend or volunteer for various program and fundraising events throughout the year as their time permits.
- Our board is committed to the learning and development of our employees and volunteers. As such, board members may be invited to professional development sessions from time to time.
- As an employer and as a volunteer organization, Big Brothers Big Sisters is dedicated toward providing equal opportunity to all. We are working towards ensuring that the composition of our board is reflective of our commitment to be a leader in supporting and celebrating the diversity of the people, organizations and communities we serve.

### Role of a Director

As a member of the board, a Director acts in a position of trust for the community and is responsible for the effective governance of the organization, including:

- Commitment to and knowledge of the work of the Organization, including its vision and mission;
- Contribution to setting the strategic direction for the agency;
- Knowledge and skills in one or more areas of board governance;
- Review the board's structure, approve changes and prepare necessary bylaw amendments
- Ensure fiscal stability and financial accountability of the agency; and,
- Ensure the agency adheres to the National Standards set out by Big Brothers Big Sisters of Canada.

### Areas of Need for 2022-23

In 2022, the Big Brothers Big Sisters Board of Directors is seeking up to three (3) candidates with strengths/experience in the following areas:

- Accounting and finance;
- Legal;
- Fundraising and fund development.

### Recruitment Process

1. Interested applicants submit their Application Form and resume, by email, to [Dominika Krzeminska](#), Executive Director, by **June 30<sup>th</sup>, 2022**.
2. Current board members and Executive Director will meet with candidates to provide an overview of the organization and board, including roles, responsibilities and expectations of board members.
3. A slate of proposed new board members will be selected by the current board and identified as recommended nominees for election.
4. New board members are elected to the board at the Annual General Meeting in **September 2022**.



## Big Brothers Big Sisters of Regina & Area Director Application Form

Thank you for your interest in joining our Board of Directors. Our Board of Directors plays a vital role in promoting our vision and advancing our organization's awareness in our community. We welcome individual applicants with suitable skills and experience to help us grow our impact in this community.

Interested applicants are asked to complete and submit each section below as part of their application.

### A. Candidate Information

Name	Click or tap here to enter text.		
Phone	Click or tap here to enter text.	Email	Click or tap here to enter text.
Address	Click or tap here to enter text.		
Current Employer	Click or tap here to enter text.	Position/ Profession	Click or tap here to enter text.

### B. Candidate Experience

What motivates you to become a Board Member of Big Brothers Big Sisters Regina & Area?	Click or tap here to enter text.
Please describe any relevant past or current board or governance experience you have.	Click or tap here to enter text.
What special qualifications and/or skills would you bring to our board?	Click or tap here to enter text.

### C. Candidate Skills and Competencies Assessment

As part of the process surrounding seeking applications and recruiting new Directors to fill expired terms, candidates are asked to self-identify what competencies, background and skills they would bring to the Big Brothers Big Sisters of Regina & Area Board. The Matrix of Skills and Representation below will ensure a skilled, balanced and high-performing Board is sustained for the future.

Please use the following checklist to personally rate your experience level in each category, with 1 being low and 5 being a high level of experience, knowledge and appropriate representation.

Skill/Competencies	1	2	3	4	5
Analytics (data, metrics)	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>
Business Development	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>
Financial/Accounting management	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>
Human Resource Management	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>
Indigenous Community/Cultural/Organization Connection	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>
Legal	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>
Marketing and Communications	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>
Mentorship	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>
Nonprofit fundraising	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>
Nonprofit governance	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>
Nonprofit program design/evaluation	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>
Organizational Management	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>
Risk Management	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>
Strategic Planning	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>
Succession Planning	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>

Please submit your completed application along with a current resume to Dominika Krzeminska, Executive Director via email ([Dominika.Krzeminska@bigbrothersbigsisters.ca](mailto:Dominika.Krzeminska@bigbrothersbigsisters.ca)) no later than June 30, 2022.

All nominations are subject to a successful Criminal Record Check.

By submitting this application and a resume, I declare that:

- I have read the application and have answered to the best of my knowledge.
- I commit that, if elected to the board, I will uphold the requirements stated in this application.
- I understand that the establishment of the Board of Directors for this non-profit corporation complies with the Bylaws of the Organization.

Date

Signature

The personal information requested on this Application Form is being collected and used by Big Brothers Big Sisters of Regina & Area to evaluate the suitability of all potential candidates for nomination to the Board of Directors of the organization. The qualifications of an intended Director are subject to a review by the Governance Committee of the Board. This information will not be disclosed except as required for the above-noted purposes.