

Thank you so much for expressing interest in becoming a Board member of Family Service Regina. Below is some information on the role and responsibilities of our Board and an information form. Please forward completed application to Shauna Chegwin, our Executive Assistant at schegwin@familyserviceregina.com or it can be dropped off at our office at 200-1440 Broadway Ave.

About Family Service Regina (FSR)

At Family Service Regina (FSR), we believe in the power of connection to build resilience and well-being within our communities. We are dedicated to fostering a safer, more inclusive environment, where individuals and families are empowered to thrive. FSR is a community based, not-for-profit registered charity with 94 years of service delivery to the Regina Community.

Our programs and services achieve the following impacts.

1. Supporting Safety and Reducing Gender Based Violence: We provide Victim Service support to survivors of intimate partner and family violence by supporting justice system navigation, safety planning, housing and shelter referral, counseling, education, and groups.
2. Improving Mental Being: We offer a range of counseling services that help individuals overcome depression, anxiety, and other mental health challenges.
3. Community Outreach: We offer a range of youth programs that promote Young Parent involvement in educational success, Community Crisis Outreach at Regina Public Library, and community connection programs.

About the Board

FSR has an established governance model, which clearly defines the distinct roles of the board, the chief executive officer, and the staff, as well as responsibilities, accountabilities, and obligations outlined in the organization's bylaws and policies. The Board comprises a diverse cross-section of community leaders and professionals who are committed to giving back to the communities in which they live and work.

About the Commitment

The Board of Directors meets 6-9 times per year, over the noon hour, usually on a Wednesday, and for special meetings as required. Board members are asked to be involved in Committees of the Board. Members can expect to spend 2-4 hours per month preparing for Board meetings, attending meetings, and completing Committee work. Appointments to the Board are for a three-year term and can be renewed a maximum of three times. Board positions are voluntary and board members are not remunerated for their services.

Main Guidelines for potential Board members

- FSR is a policy governance board. It does not manage the day-to-day operations of FSR. It is not a fund-raising board although directors are asked to contribute to Family Service Regina as their means permit them and may be asked to volunteer at fundraising events
- The Board will commit to obtaining community input, encourage diversity of viewpoint and provide strategic leadership rather than administrative detail.
- There shall be a distinction between roles of Board and the CEO. The Board shall make decisions collectively.
- The Board shall focus on the future, rather than the past or present, and shall be proactive rather than reactive.
- The Board has a President, a Vice-President, a Past President, and Secretary/Treasurer.

- Board members must provide a criminal check and update it every five years.
- Board members are expected to be prepared for each meeting. Materials are forwarded to directors via email about a week in advance of the meeting.
- There is one or two Board planning sessions each year. Typically, this session is held on a weekend day with the topics for this retreat determined by interest and / or need. Attendance of all board members is very important.
- It is a requirement that Board members attend a minimum of 65% of board meetings.
- The presence of Board members is welcomed and, in many instances requested at many organizational functions as a show of support, to give appreciation, to meet key stakeholders, etc. Requests for attendance may occur as a notice, at a Board meeting, or as a personal request.
- All Board members undergo an orientation process prior to their second Board meeting. This process will include meeting other members of the Board and/or Family Service Regina staff, and making a connection with someone in senior management for orientation and a tour.

APPLICATION FOR POSITION AS MEMBER OF BOARD OF DIRECTORS

Please attach a copy of your resume to this application.

Name: _____

Home Address: _____

Workplace: _____ Occupation: _____

Business Address: _____

Cell/Home Phone: _____ Business Phone: _____

Preferred phone contact - Home/Cell or Business? _____

Email Address: _____

Previous experience on a Board? Yes___ No___

Why are you interested in becoming a member of FSR's Board of Directors?

What skills and perspective will you bring to the organization and board?

Areas of Interest:

Please note that committee structure changes from time to time.

Executive Position ___ Audit & Finance ___ Governance ___

How many hours per month can you devote to Board activities in addition to regular Board meetings (currently 8 per year) _____ hours per a month.

Business reference:

Name: _____ Position: _____

Phone: _____

Personal reference:

Name _____ Phone: _____