

# Board Member Application Form

First Name

Last Name

Address

Apt/Unit #

City/Town

Postal Code

Mobile

Home

Work

E-mail Address

## Qualifications

I am applying to be considered for election as a Director on the Board of Gateway Community Health Centre ("Gateway"), and in doing so, acknowledge and declare that I -

*Please check each statement below to indicate your acknowledgement and agreement.*

Am eighteen (18) or more years of age,

Am not an undischarged bankrupt,

Am not an individual who provides goods or services to the Corporation whether through a contract or for services,

Live or work in the municipalities of Tweed or Central Hastings, or you receive services from Gateway, or possess an area of expertise that would enhance the capabilities of the Board (see By-laws),

Am not an employee or a spouse of an employee,

Am a member of Gateway Community Health Centre Corporation, or am willing to become a member, and

Have never been convicted of a criminal offense for which a pardon has not been granted.

## Expectations of a Director

I confirm that I have reviewed Gateway's Mission, Vision, and Values Statement (*Appendix 1*), and the Articles of By-Law 1 (*Appendix 2*) that govern the Board of Directors as provided herein by the Corporation and amended by the Board of Directors from time to time, and agree that, if I am elected as a Director for Gateway:

Please check each statement below to indicate your acknowledgement and agreement.

I will support the Mission and Values Statement of Gateway,

I will serve as Director in accordance with the Articles of By-law 1,

I will advise the Board if there is a circumstance that would cause me to automatically vacate the office of the Director (By-law 3.0 Vacation of Office ),

I will cooperate and assist the Board to fulfill its responsibilities to the Corporation,

I will exercise my powers and discharge my duties as a Director as required by law,

I will receive no compensation for my services as a Director, although I may be reimbursed for out-of-pocket expenses incurred for meetings and educational events in relation to the performance of my duties as a Director as approved by a designated officer,

I will devote the time and effort required to be an effective Director, including participation at Board orientation, retreats, educational functions, regular and special meetings, and corporate events, and accept appointment to standing or special committees that the Board may establish that, in its discretion, will be in the best interest of the Corporation,

I am prepared to volunteer approximately 8 hours per month on a regular basis to carry out the above noted activities,

I am prepared to commit to an initial 3-year term,

I will abide by By-law 12.0 Conflict of Interest,

I will abide by the Gateway's Confidentiality Policy 1-A-6 (Appendix 3), and

I will abide by the Health Equity Charter (Appendix 4).

## Profile

I understand that Gateway wants to ensure that the Board of Directors has the necessary knowledge, skills and experience to govern the Corporation, and will select Directors according to their knowledge, skills and experience, and that the Board will seek a balance within the Board concerning the knowledge, skills and experience of candidates to govern in a complex and changing health care environment.

I identify myself as having (*please check all that apply*):

A basic understanding of primary health care delivery.

A basic understanding of the CHC Model of Health and Wellbeing (Appendix 5).

A basic understanding of the social determinants of health.

Computer skills and internet access at home.

Please identify any training, skills, or experience you may have in the following areas (*please check all that apply*):

Board Governance

Strategic Planning

An understanding of the diverse needs and the community and health services available to residents served by GCHC

Familiarity with the South East Local Health Integration Network (South East LHIN)

Business and management

Project Management

Education

Fiscal and Financial matters

Legal Matters

Human Resources

Quality & Performance Management

Communication & Information Technology

Political Advocacy

Government and Public Relations

Non-Profit Sector

Health Care Sector

**I am currently,**

Working

Retired

**I have attached:**

A cover letter that highlights my interest in the CHC Model of Health and Wellbeing, knowledge, skills, training and experience relevant to serving as a Director.

My resume

**If my application is approved, I will**

Submit a copy of my recent Canadian Policy Information Centre (CPIC) criminal record check showing that I have not been convicted of any criminal offence for which a pardon has not been granted

**OR**

Apply immediately for and submit a copy of my CPIC when received

**Conflict of Interest**

Below, I disclose my participation or affiliation with any organization that may create an actual or perceived conflict of interest with Gateway:

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**Declaration**

If my application is approved, I agree to act as a Director of Gateway Community Health Centre ("Gateway"). I shall at all times act honestly and in good faith. I acknowledge the Directors of Gateway must act in the best interests of the Corporation as a whole and not solely in the interest of the community in which the Centre resides. As a Director of Gateway, I agree that I shall abide by the Articles of Gateway's by-laws, policies and procedures, and all governing legislation. I fully understand that any errors in my application may result in my application for consideration as a Director being refused or my directorship being revoked. I undertake to advise Gateway immediately in writing of any change in the information contained in this Application.

Signature

Date

**Send to:**

**Mayo Hawco, Executive Director  
Gateway Community Health Centre  
41 McClellan Street, Bag Service 99  
Tweed, ON K0K 3J0**

**T:613-478-1906 Ext. 226  
F:613-478-6692  
E: mhawco@gatewaychc.org**

**Board Use:**

Date

Application approved, subject to receipt of a positive CPIC

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*Gateway Community Health Centre's Board of Directors is committed to fostering a Board that is reflective of its diverse community and inclusive of Indigenous, Francophone, racialized, and LGBTQ+ populations.*