

2021 BOARD OF DIRECTORS

Call for Nomination

The CARE Housing Society is inviting individuals to serve on its Board of Directors. All nominees will be considered. A slate of recommended nominees will be developed and presented at the Annual General Meeting (AGM) on Wednesday, April 21, 2021. Successful candidates will take office immediately following the AGM and serve a two-year term from April 2021 to April 2023.

Process

In line with the roles and responsibilities of the Board, specific attributes have been identified that are sought in candidates. Experience, background and skills we are looking for include:

- Board Governance
- Social media
- Legal
- Real estate
- Construction, engineering or architecture
- Accounting/Bookkeeping

Persons wishing to submit a nomination are encouraged to review the selection criteria and complete the [Nomination Form](#) . Please note that all nominees from the community-at-large must become members of CARE Housing Society. In order to register as a member, please complete and submit the [membership form](#).

Submissions

Please submit completed nomination forms to hello@carehousingsociety.ca by April 2, 2021. If you have questions, please email hello@carehousingsociety.ca .

Roles and Responsibilities

President: Chairs board meetings; responsible for conduct of board meetings and of board members; sets and follows agendas; spokesperson for the organization to the public; signing authority on legal and financial documents.

Vice-president: Fulfills duties of the chairperson in his/her absence.

Secretary: Takes accurate minutes of board meetings; keeper of board bylaws, policy statements and board correspondence.

Treasurer: Accounts for and reports on the funds, budget and expenditures of the organization; signing authority on financial documents.

Members at Large*: Represents the Society membership through active engagement and participation in Board activities, including fundraising and committees; contributes to decision-making process.

* including President, Vice-President, Secretary and Treasurer



Time Commitment

- The average time commitment is 6-8 hours per month which includes monthly meetings and participation in committees.

About CARE

Vision

To provide sustainable housing for youth and adults with developmental disabilities who need specialized care and support in uniquely equipped homes in Edmonton.

Mission

We build accessible homes to meet the unique needs of our residents. We change lives by providing security and peace of mind to families. We support our residents' health and quality of life with safe, happy, and stimulating environments.

Values

Welcoming - We welcome new members to our organization and share our stories with them graciously. We engage with our neighbors in the communities our homes are in. We treat new residents like family and make them and their families feel at home. We are a family-oriented organization working hard to foster a sense of belonging for our residents, their families, and our membership as a whole. If we can share a tip or offer a comforting shoulder to lean on, we do.

Respectful - We are empathetic and compassionate; while we know no two situations are the same, we find common ground from our own experiences that help us offer support to CARE members, residents, and residents' families. We value diversity and inclusion and collaborate with all residents and their families, and each of our members.

Transparent & Secure - We operate with integrity and ensure that everyone working in CARE homes does as well. Families and guardians have 24-hour access to homes, all of which have robust secure entry systems in place. We engage only with suppliers and vendors we know to be honest, trustworthy, and ethical. Our commitment to transparency and accountability supports our mission to provide security to our residents with stable, long-term homes.

Spirited - We celebrate often! Birthdays, spring cleaning, festive decorating, school events, community parties, and more — we encourage residents, their families, and our care teams to participate in ways that are meaningful to them. As a board, we celebrate donations, fundraising success, and forward progress, such as purchasing new properties and completing renovations.

General

As of March 1, 2021, the Government of Alberta requires registered charitable organizations that change Partners, Directors or Officers to provide a Criminal Record / Police Information Check for each Board member.

This is a working board so the scope is quite broad and includes activities such as developing policies and procedures, planning and organizing fundraising events as well as ensuring the Vision, Mission and Values are achieved and supported.

