

## **Board of Directors Nomination Form**

Thank you for your interest in being nominated for election to Hear Québec's Board of Directors. Please read this document in full and refer to Hear Québec's website <https://hearhear.org> before submitting your candidature.

Hear Québec is a non-profit, registered charitable organization that has been serving people with hearing loss for 40 years; its mission is to provide continuing programmes, services and support to those affected by hearing loss. As an anglophone, grassroots, volunteer-run organization Hear Québec serves its members, their families and the community. The vast majority of our volunteers, instructors and board members are people who are living with hearing loss.

### **Why become a Hear Québec Director?**

1. You would like to give your time to a grassroots non-profit organization.
2. You are affected or have been affected by hearing loss.
3. You believe and support our mission and vision.
4. You have 8-12 hours a month to dedicate and support the Hear Québec's Board of Directors.
5. You can contribute to the management of the organization with skills and expertise, such as human resources, legal, marketing, financial, fundraising, organizational governance, or strategic planning.
6. You have experience in a hearing health professional field.

### **What is the process to become a Hear Québec Board Member?**

1. Contact Hear Québec to express your interest in being on the Board.
2. Complete this form and return it to Hear Québec as soon as possible but no later than one month prior to the AGM in May/June.
3. A Hear Québec board member will contact you to discuss and answer any questions you may have about your potential involvement.
4. Submit a written statement which will go before the Hear Québec membership at the AGM. Please ensure your statement only contains information you are willing to share publicly.
5. Attend Hear Québec's AGM where you will *briefly* present your candidature.
6. Hear Québec members will vote and elect their new board members at the AGM.
7. All board members must have a current Hear Québec membership.

## **Who are we looking for to be on the Hear Québec Board?**

Previous board experience is desirable but not essential.

### **Essential requirements:**

1. Basic computer skills: Hear Québec uses the Google platform
2. Hard of hearing or otherwise affected by hearing loss
3. Ability to work within a collaborative team setting
4. Passion, leadership and a sense of community engagement
5. Evening availability for meetings

### **Additional assets desired:**

1. Experience with the management of a non-profit organization
2. Experience related to finance, funding, development and human resources
3. Experience with policy development
4. Connections to the hearing loss network/s
5. Experience with grant writing
6. Experience with project development
7. Experience in a related sector (e.g. education, health)

Hear Québec values diversity and inclusion. We encourage nominations from individuals from disadvantaged groups.

## **What is the role of a Hear Québec Board director and what is the commitment required?**

1. Manage and oversight to ensure accountability to Hear Québec's mission and vision
2. Prepare for meetings - reading materials, reviewing documents, and completing paperwork
3. Participate in a 2-3 hour Board meeting every 4 weeks; up to 12 evening board meetings per year
4. Participate in semi-annual retreats and training sessions
5. Be available to participate in one of Hear Québec's Standing Committees. (2-6 hours/month)
6. Assist Hear Québec in broadening its membership and increasing its visibility in the community
7. Time commitment of approximately 8-12 hours of board work per month (includes standing committee work)
8. A minimum 2-year term commitment

## Basic Information:

First name:

Last Name:

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Hear Québec strives to create a team that is inclusive and representative of the diversity of the people that make up our communities. If you choose to self-identify as being a member of any traditionally disadvantaged groups, please indicate which group(s) you consider yourself to be a member of:

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## B. CONTACT INFORMATION:

Mailing address:

Number and street	
Apt#	
City, Province	
Postal Code	

Email/Phone Number (include area code):

Work	
Home	
Cell	
Email Address	

## C. YOUR WRITTEN STATEMENT (300-500 WORDS MAXIMUM)

This statement will be given to the Hear Québec membership at the AGM and will be posted on the Hear Québec website. Make sure your statement only contains information you are willing to share publicly. You can provide additional details in your presentation at the AGM.

Your statement may be written in English or in French or in a combination of both languages.

**Please answer the questions below:**

- **Who are you?**
- **What is your motivation for becoming a Hear Québec Board member?**
- **What specific skills and experience will you bring to Hear Québec?**

Thank you for taking the time to write to us. If you have any further questions please contact Rafeef Dajani at [rafeefdajani@hearhear.org](mailto:rafeefdajani@hearhear.org) or Heidy Wager at [heidywager@hearhear.org](mailto:heidywager@hearhear.org) or 514-488-5552 ext 4500.