

1) APPLICANT DECLARATION

Eligibility of Board Members

In order to be eligible to serve as a Director of the Burlington Humane Society ("the Society")("BHS"), the individual must be a permanent resident or a Canadian citizen, be at least 18 years of age and a Member in good standing of the Society. In order to be considered, potential Directors:

- a) Must not be involved in any legal action or dispute with the Society
- b) Must be able to attend regular Board meetings, as per the Society's By-laws and Board policies and statements
- c) Must be able and willing to attend training sessions
- d) Must be willing to accept, understand and defend all policies and positions approved by the Board of Directors
- e) Must be prepared to promote the Society and the Society's mandate at each opportunity, by action and example
- f) Must demonstrate a clear and full commitment to the objects of the Society as set out in the Society's By-laws

Persons Not Eligible to Serve as Directors of the Burlington Humane Society

No person shall hold office or be a Director of the Society, if that person:

- a) Is involved knowingly, directly or indirectly in the exploitation of animals in such a way as to cause them unnecessary suffering, or has been charged under any animal cruelty act, provincial or federal
- b) Is or becomes related to any employee of the Society or lives in the same household. "Related" shall mean spouse (legal or common-law), child, step-child, grandchild, parent, grandparent, brother, sister, aunt, uncle, niece, nephew
- c) Is a current employee of the Society
- d) Is a partner or auditor of the Society's auditing firm
- e) Is a partner or lawyer of the Society's law firm
- f) Is a person in breach of any policy or statement of the Society
- g) Has resigned or been removed from the Board of Directors (unless invited to return through a majority Board vote)

Experience

Directors of the Board of the Burlington Humane Society must have respect for animal welfare and possess a willingness to work diligently and cooperatively to further animal welfare. Experience in one or more of the following organizational functions would be an asset:

Animal Welfare	Program planning and evaluation	Public Speaking
Fundraising	Education/outreach	Human Resources
Accounting	Event Planning	Operational Excellence
Financial planning, analysis	Law background/experience	Advocacy
Investment	Public relations/media	Lobbying/politics
Computer science	Publishing	Board governance

Requirements of all Directors of the Board of the Burlington Humane Society:

1. Regularly attend Board meetings and important related meetings
2. Make a serious commitment to participate actively in Board work and other BHS volunteer opportunities
3. Volunteer for and accept assignments and complete them thoroughly and on time
4. Stay informed about Board matters, prepare for meetings, and review and comment on minutes and reports
5. Actively champion the Society's activities among their network of contacts and assist in identifying opportunities for the Society related to its strategic goals; participate in strategic planning and completion of strategic goals and objectives
6. Participate in fundraising for the organization, including attending events
7. Build a collegial working relationship with other Board members that contributes to consensus
8. Submit to a criminal background check (for applicable positions)
9. Actively support and champion the mandate of the BHS
10. Must be a member in good standing
11. Sign and adhere to the Directors [Code of Conduct and Policies on Conflict of Interest](#)

I have reviewed the eligibility criteria for service as a Member of the Board of Directors of the Burlington Humane Society and by signing below, I declare that I am eligible to serve and will accept the position if approved.

Date:

Applicant Name:

Applicant Signature: _____

2. APPLICANT INFORMATION

Name:

Street Address:

City:

Postal Code:

Phone Number:

Email Address:

Website:

Active Member of the Burlington Humane Society? Yes No

Member since:

Volunteer since:

3. CANDIDATE PROFILE, CURRENT RESUME & PHOTO

The following profile must be complete at the time of application. Leading up to our elections, your candidate profile will be publicly available through the Burlington Humane Society website. All Board applications, including those from existing Board members, require the profile, however brief, so that our membership can view a full picture of the slate of Board candidates. If this bio is not submitted, the application will not be processed.

Candidate profiles must include information under the following sections:

- Academic
- Background and Professional Development
- Work and Volunteer Experience
- Commitment
- Statement of why you wish to serve

To complete your Candidate Profile, please include a current photo of yourself, your resume and a list of references (including contact information.) Your photo will be used along with your profile to help our membership put a face to your information. ***Your resume and references will be kept confidential.*** Please email your photo to volunteer@burlingtonhumane.ca.

Candidate Profile

Applicant Name:

State why you wish to serve on the Board of Directors of the Burlington Humane Society:

Please write a brief statement of your understanding of the Burlington Humane Society's mission, vision and values.

On what other boards have you served?

Please check the skills you could contribute to our Board:

- | | | |
|---|--|---|
| <input type="checkbox"/> Animal Welfare | <input type="checkbox"/> Program planning and evaluation | <input type="checkbox"/> Publishing |
| <input type="checkbox"/> Fundraising | <input type="checkbox"/> Education/outreach | <input type="checkbox"/> Public Speaking |
| <input type="checkbox"/> Accounting | <input type="checkbox"/> Event Planning | <input type="checkbox"/> Human Resources |
| <input type="checkbox"/> Financial planning, analysis | <input type="checkbox"/> Law | <input type="checkbox"/> Operational Excellence |
| <input type="checkbox"/> Investment | <input type="checkbox"/> background/experience | <input type="checkbox"/> Advocacy |
| <input type="checkbox"/> Computer science | <input type="checkbox"/> Public relations/media | <input type="checkbox"/> Lobbying/politics |
| <input type="checkbox"/> Other, please specify: | | <input type="checkbox"/> Board governance |

Please describe how these skills and experience will benefit the Burlington Humane Society:

Please describe your academic background:

Please describe your work and/or volunteer experience:

Please describe your commitment to the organization and its mission, vision and philosophy:

State what you have done to contribute to the success of the Burlington Humane Society over the last year:

4. BOARD MEMBER RECOMMENDATION

Board Member Recommendation

I hereby confirm that I am a duly elected member of the Board of Directors of the Burlington Humane Society and recommend the above applicant for consideration by the Nominating Committee.

Director Name:

Reason for Referral:

Director Signature: _____

Date:

5. APPLICANT ACKNOWLEDGEMENT

By endorsing this application, I acknowledge that I have read and understood the objects, mandate and position statements of the Burlington Humane Society.

Date signed:

Signature of Applicant _____

Please be advised that providing false information on any nominations documentation may result in disqualification from election and/or membership termination.