



**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 Kirk Englot, CEO at [kenglot@familyserviceregina.com](mailto:kenglot@familyserviceregina.com) or it can be dropped off at our office at 200-1440 Broadway Ave.**

### **About Family Service Regina**

Family Service Regina is seeking interested candidates for our Board of Directors. Family Service Regina is a community based, not-for-profit registered charity grounded in a history of responding to the needs of people in our community. We are committed to creating safe, just and inclusive environments free from violence, neglect, prejudice and discrimination.

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 support groups.
2. **Improving Mental Being:** We offer a range of counseling services that help individuals overcome depression, anxiety, and other mental health challenges.
3. **Young Parent Supports and Community Outreach:** We offer a range of youth programs that promote Young Parent involvement in educational success.

### **About the Board**

The Board is responsible for the overall leadership, governance, and health of Family Service Regina. The Board of Family Service Regina is a governance Board, with an emphasis on organizational outcomes rather than on operational issues. 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 8-9 times per year, over the noon hour, on the first Thursday of the month, and for special meetings as required. Board members are asked to be involved in Committees of the Board if able. Members can expect to spend 2-4 hours per month preparing for Board meetings, attending meetings, and completing Committee work. Committee appointments are determined by the President of the Board and generally align with the interests and areas of expertise of the member. 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.

### **The Benefits**

As a Board Member, you can expect to develop and enhance your leadership skills; expand your personal networks; expand your understanding of governance at a not-for-profit organization; develop, broaden, and enhance your business and interpersonal skills; deepen your understanding and support of the community; and work alongside a dynamic group of people to fulfill a mission in which you strongly believe.

### **Main Guidelines for potential Board members**

- Family Service Regina is a policy governance board. It does not manage the day-to-day operations of Family Service Regina. It is not a fund-raising board although directors are asked to contribute to Family Service Regina as their means permit them.
- 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 a Secretary/Treasurer.



The Vice-President would normally move up to become the President. The President serves a two-year term. Following completion of that term the President becomes Past President.

- 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 usually forwarded to directors about a week in advance of the meeting by email.
- There is one Board retreat every year. Typically this retreat is held on a weekend day with the topics for this retreat determined by interest and /or need. Attendance 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 agency 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.
- Ideally, 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: \_\_\_\_\_

Occupation: \_\_\_\_\_

Home Address: \_\_\_\_\_  
\_\_\_\_\_

Business Address: \_\_\_\_\_  
\_\_\_\_\_

Home Phone: \_\_\_\_\_ Business Phone: \_\_\_\_\_

Email Address: \_\_\_\_\_ Cell Phone: \_\_\_\_\_

Preferred phone contact – Home, Cell or Business? \_\_\_\_\_

Previous experience on a Board? Yes \_\_\_ No \_\_\_

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

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

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**Areas of Interest:**

*Please note that committee structure changes from time to time.*

Audit & Finance \_\_\_ Executive Position \_\_\_ Nominating Committee \_\_\_

How much time per month can you devote to Board activities in addition to regular Board meetings (currently 8 per year) \_\_\_\_\_

**Business reference:**

Name & Position \_\_\_\_\_ Phone: \_\_\_\_\_

**Personal reference:**

Name \_\_\_\_\_ Phone: \_\_\_\_\_

A sincere thank you for your interest in Family Service Regina!