



Director Application

The Governance & Nominating Committee of Autism Canada (AC) is currently seeking applications to fill several positions on its Board of Directors.

About Autism Canada

AC is a national organization which works collaboratively with partners across the country to influence and champion Autism Spectrum Disorder (ASD) priorities. Our vision is that people with ASD achieve their individual potential and that they and their families have universal access to the resources they require.

AC is governed by a Board of Directors, which is collectively responsible for directing and overseeing the work of the organization. In fulfilling these responsibilities, the AC Board of Directors provides leadership, sets strategy priorities, ensures compliance, and directs and oversees the work of the Executive Director & CEO. The Executive Director & CEO has responsibility to manage the business and operations of AC within board-approved strategic priorities, business plans and budgets; and is accountable to the Board of Directors for the organization's performance.

AC is an incorporated body and a registered charity and currently employs a full-time Executive Director and part-time staff.

Term and Location

Directors will serve for a term of up to three years, with eligibility for reappointment for a second consecutive term of up to three years.

Time Commitment

Meetings of the Board of Directors and their committees are typically held on a quarterly basis and are an hour and a half in length (phone conference). In addition, directors are expected to participate on at least one board committee. Directors should expect to participate in an average of 6-8 board and committee meetings per year, and must make reasonable efforts to attend the entire period of meetings.

Skills and Experience

Candidates must have a commitment to AC's mandate and strategic directions and an understanding of the role of AC's Board of Directors. As part of the board, AC is looking for individuals with the following personal experience:

- Understanding the board's governance role
- Inter-personal communications
- Creative and strategic planning / vision
- Financial literacy
- Analytical and critical thinking

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In addition, the nomination and selection process is designed to maintain a board that includes experience/competency in several specific areas. We desire board members who collectively bring the following attributes to the board:

- Passion and knowledge about Autism
- Lived experience of Autism Spectrum Disorders
- Financial Management (a professional designation preferred)
- Law
- Human Resources
- Risk Management
- Communications/Public Affairs
- Fundraising
- Familiarity with best practice approaches to ASD

Consistent with best governance practice, AC also seeks applications from those who can help the organization meet its commitment to diversity within the organization.

Remuneration

The position of board member is a volunteer commitment. Autism Canada does not pay its board members.

Application Process

All applications received will be reviewed by the Governance & Nominating Committee. A final slate of candidates for election will be presented to the Board prior to AC's next Annual General Meeting, scheduled for spring 2017.

Interested individuals should submit their comprehensive resume accompanied by either a Letter of Interest, or the application below detailing their academic, professional and experience and clearly stating the reasons why they would be an excellent candidate for this position. Applicants must also include the names of two references.

Interested candidates should submit applications to be received by March 15, 2017, to the address below or to the Board Chair email address below.

Autism Canada
P.O. Box 366
Bothwell, ON
N0P 1C0

BoardChair@autismcanada.org

We thank all applicants for their interest. Only those shortlisted for consideration by the Governance & Nominating Committee will be contacted.

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INFORMATION SHEET (please print clearly)

Name: _____

Address: _____

Phone – Home: _____

Phone – Cell: _____

Email Address: _____

Please tell us why you are interested in serving on the Board of Directors of Autism Canada. (Please feel free to add more lines if needed)

I have the following skills and experience, which I believe will be beneficial to Autism Canada.

I am interested in serving on the following committee(s):

___ Communications & Marketing Committee

___ Governance & Nominating Committee

___ Fund Development Committee

___ Finance & Audit Committee

I have the following business/professional interests.

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Please tell us about any of your previous volunteer experience including other boards that you may have served on.

Please provide two references that we can contact regarding your interest in becoming a member.

Thank you for your interest in being on the Board of Directors for Autism Canada.

Governance and Nominating Committee of Autism Canada