



Recruitment Profile for Board of Directors and Board Committees

Purpose

Children's Treatment Network is seeking a number of people to serve as volunteer board and committee members as of our Annual General Meeting in June 2012.

Background

Children's Treatment Network (CTN) was established in 2005 with funding from the Ontario Ministry of Children and Youth Services (MCYS). The Network is incorporated, and registered as a charitable organization. In order to achieve improved quality of life outcomes for children and youth (birth to 19 years, or 21 if in school) with long term developmental, physical and communications needs in Simcoe County and York Region, CTN was founded as a network-inspired partnership that:

- Supports families to become more aware of and to achieve enhanced access to appropriate services
- Coordinates integrated services planning and delivery
- Actively works to increase the range of, and facilitates and provides the delivery of child and youth rehabilitation services through contracted agreements with Network partner agencies

The Network's multi-sector organizational partners are focused on the needs of a projected 5,000 children in Simcoe and York with multiple special needs.

The CTN Board of Directors is the governing body of the Network, and is ultimately responsible for all decisions related to the Network's affairs and businesses. The Board works closely with the CEO and Senior Management Team of the Network. The Management team works closely with the Network's partner organizations to integrate the system of care and services through a single plan of care process.

The Board requires diverse representation from families, cultural communities, human services and business sectors with a range of skills in areas such as governance, strategic planning, performance management, finance, quality-risk management, HR management, information management, government relations, organizational development, for the board and board committees. The board evaluates itself regularly to maintain proactive, open and effective practices in board and committee governance.

Community Participation on Board Committees

Participation on board committees is a positive way of getting to know the Network and be familiar with how it works. If you have indicated a preference for committee membership, interviews will be arranged with select committee chairs as vacancies occur on the following Board committees:

- Governance Committee
- Audit and Finance Committee
- Quality Committee
- Community membership

Upcoming Board Needs

There are currently four (4) upcoming vacancies for the Board. While there are a broad range of skills that add value to the Board and its committees, at this time, we are currently interested in individuals with backgrounds and expertise in the following areas:

- financial management
- strategic planning
- fund development
- communications

In addition to basic qualifications of age over 18 years, living or working in Simcoe County or York Region, not working as a CTN staff or board of a CTN partner, free of conflict of interest and able to provide a current and acceptable criminal reference check, there is a set of skills, abilities and experiences that need to be demonstrated by all members of the Board and Board committees. These competencies include:

- Familiarity with the issues related to children and youth with special needs
- Knowledge and experience of not-for-profit board governance
- Commitment to the goals of system and service integration, to listen with an open mind to the opinions of others, seek common ground and shared solutions in the best interests of the Network
- Appreciation of the need for culturally appropriate approaches to service
- Visionary thinking and leadership skills
- Effective communication skills
- Good interpersonal and team player skills

Terms of Appointment

Board members are usually appointed for a 3-year term, renewable for 2 additional terms based on satisfactory contribution and mutual interest, for a maximum of 3 consecutive terms totaling 9 years.

Committee members are appointed for one-year renewable terms based on satisfactory contribution and mutual interest.

Time Commitment and Expectations

Board members are expected to attend monthly Board meetings, and participate in at least one Board committee, as well as participate in special initiatives, meetings or events in a leadership role as required.

Board members are encouraged to play an active role in community events related to children with special needs, to build relationships with Network stakeholder partners and families.

The average time commitment for a board member is approximately 8-10 hours per month. The time commitment of committee members only is approximately 4 hours.

Board members are expected to be free of any conflict of interest and not be a member of CTN staff or a board member of a CTN partner. (Please follow the link to view current CTN Partners). <http://www.ctn-simcoeyork.ca/resources/NetworkPartners-Links-Jun'11.pdf>

Application and Decision Timelines

Children's Treatment Network encourages applications from interested and qualified individuals. Queries about membership on the board, or applications may be submitted any time, and will be held until there is a vacancy. Children's Treatment Network recruits up to one- third of its 12-member board to fill vacancies prior to its Annual General Meeting

The application can be downloaded from the CTN website and submitted, with a resume attached, to:

Sian Morgan, Executive Assistant of Children's Treatment Network

Phone: 1-877-719-4795 Ext. 2381

Fax: 905-773-7090

Email: sian.morgan@ctn-simcoeyork.ca

13175 Yonge Street, Richmond Hill, On L4E 0G6

For Board recruitment, committee chairs, the CEO or the Board Chair will arrange an interview to explore mutual interest and fit.

The Board will approve nominations for new appointments in May of each year, and will confirm the appointments at the Annual General Meeting, which usually occurs in June. The recruitment team will strive to maintain an active dialogue with candidates throughout the process, and on final decision of the Board. All applicants will receive notification from the Board chair on the success of their application.

All application information is treated in strict confidence. We appreciate your interest in becoming part of the Children's Treatment Network.