



## Board of Directors - Application for Membership

A Board's composition should reflect a blend of expertise, competencies, experience and personal characteristics that, assembled together as a team, advance the Mission, Vision and Values of the organization.

### 1. Applicant Contact Information

Surname:		First Name:	
Home Address:			
City:	Province:	Postal Code:	
Home Phone:		Cell:	
Email:		Business Phone:	

**Applying to:**      **AHI Board**                      **TDMH Board**

### 2. Eligibility Criteria and Conditions of Appointment

*I declare that I am not in conflict with the below eligibility criteria for membership on the Board of Directors (Corporate By-laws, June 2019):*

#### **ARTICLE 5.03 QUALIFICATIONS OF DIRECTORS**

- (a) No member of the Professional Staff of the Hospital shall be eligible for election to the Board except as where otherwise provided in this By-Law.
- (b) No employee of the Hospital shall be eligible for election to the Board except as where otherwise provided in this By-Law.
- (c) No spouse, child, parent, brother or sister of any person included in (a) or (b) above, nor the spouse of any such child, parent, brother or sister shall be eligible for election to the Board.
- (d) Each Director shall:
  - (i) automatically become upon election, and thereafter remain through the term of office, a Member of the Corporation who is qualified by the terms of this section 5.03 to hold office;
  - (ii) be an individual who is at least eighteen (18) years of age;
  - (iii) not have the status of a bankrupt;
  - (iv) not be a person who has been found under the *Substitute Decisions Act, 1992* or under the *Mental Health Act* to be incapable of managing property;
  - (v) not be a person who has been declared incapable by any court in Canada or elsewhere;
  - (vi) not be an Ineligible Individual who has made disclosure to the Board as required by section 5.04, unless that person has received approval of the Board to remain a Director within thirty (30) days after such disclosure is made; and
  - (vii) have their principal residence or carry on business within the Catchment Area.
- (e) **Have you ever been convicted of a criminal offence for which you have not been pardoned?**                      Yes                      No
- (f) **In order to work/volunteer at the hospital it is a requirement that you have two (2) COVID vaccination shots and are able to provide a QRS code as proof of vaccination. Do you meet this requirement?** Yes                      No



**5. Conflict of Interest Disclosure Statement**

Directors must avoid conflicts between their self-interest and their duty to the Hospital. In the space provided below, please identify any relationship with any organization that may create a conflict of interest, or the appearance of a conflict of interest, by virtue of being appointed to the board.

**6. Knowledge, Skills and Experience**

The board seeks a complementary balance of knowledge, skills and experience. Please indicate your areas of knowledge, skills and experience by completing Schedule A to this application or by listing below.

Please list current or prior board experience:

Which areas of board work are of particular interest to you?

Please describe any linkages you have or may have had with other health care groups within the community.

**7. Declaration**

By submitting this application, I declare the following:

- a) I meet the eligibility criteria and accept the conditions of appointment set out above.
- b) I have read and agree to comply with the following policies:
  - Board of Directors' Position Description
  - Code of Conduct Policy
  - Conflict of Interest Policy
  - Confidentiality Policy
- c) I certify that the information in this application and in my Curriculum Vitae is true.

\_\_\_\_\_  
Signature

\_\_\_\_\_  
Date



Please return completed application along with your curriculum vitae plus three references to:

Board Chair, Alexandra Hospital, Ingersoll  
c/o Lisa Dahm, Executive Assistant [lisa.dahm@ahi.ca](mailto:lisa.dahm@ahi.ca)

or

Board Chair, Tillsonburg District Memorial Hospital  
c/o Lisa Dahm, Executive Assistant [lisa.dahm@tdmh.on.ca](mailto:lisa.dahm@tdmh.on.ca)

**SCHEDULE A:  
KNOWLEDGE, SKILLS AND EXPERIENCE INVENTORY**

Knowledge, Skills, and Experience Inventory				
Please indicate your knowledge, skills, and experience for each category				
Rating Scale Definitions	Advanced = 3	Intermediate = 2	Beginner = 1	None = 0
	Excellent level, i.e. Certification.	Average level	Basic or introductory level	No knowledge
Name	Accounting	Board & Governance	Business Mgmt	Clinical
	Construction & Project Mgmt	Diversity Issues	Educational Industry (teacher, trainer)	Ethics Profession or Industry
	Finance	Government & Gov Relations	Health Care Administration & Policy	Human Resource mgmt
	Information Technology	Labour Relations	Legal	* Patient & Health Care Advisory
	Political Acumen	Public Affairs & Communications	Quality & Patient Safety Mgmt	Quality & Performance Mgmt
	Relationship Building	Research	Risk Management	Strategic Planning

Reference: Guide to Good Governance, Third Edition, 2015

\* Accreditation standard 2.3 – *the governing body includes clients as members, where applicable.* Specific role is to provide the patient’s perspective.

Updated: August 2019 (as per new Corporate By-laws: Qualifications of Directors)