

# CMHA BC DIVISION Board of Directors

## 2024 Nomination Form

### Call for Board Members

The Canadian Mental Health Association, BC Division (CMHA BC) is currently seeking candidates for one volunteer position on our Board of Directors. The position is a three-year term from September 2024 to September 2027. We are looking for individuals from a diverse range of backgrounds and experiences who are interested in helping us fulfill our vision of improving the mental health and well-being of all British Columbians.

Nominees must be able to demonstrate commitment to CMHA BC's Vision and Mission and be available and willing to fulfill board member duties, including being open to learning and working as a team. Nominees must either already be or be willing to become members of CMHA in BC.

For a full job description and to fill out the nomination application form, please visit [www.cmha.bc.ca/board-nomination](http://www.cmha.bc.ca/board-nomination)

Nomination packages  
must be completed  
by 4:30 pm PDT  
on July 1, 2024

The members of the CMHA BC Division Board must reflect the diversity of the people we serve. For this year's nomination process, the Board is prioritizing the following skillsets:

- Policy, Advocacy, and Government Relations
- Fundraising
- Leadership Experience with Large Organizations

In addition, the Board of Directors is searching for members who reflect the diversity of society in British Columbia and encourages nominations from:

- Persons with direct lived experience of a mental illness and/or addiction
- Indigenous Peoples, Black Peoples, and People(s) of Colour Youth (19 - 30) and Adults (55+)
- Underrepresented groups including but not limited to those represented by race, ancestry, place of origin, religion, physical or mental ability, sex, gender identity, gender expression, sexual orientation, and financial ability.

Deadline: 4:30 pm PDT July 1, 2024

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**CMHA BC is committed to the ongoing pursuit of Truth and Reconciliation.**

## OUR VISION

*A Canada where mental health is a universal human right.*

## OUR MISSION

*To ensure that all people in Canada experience good mental health and well-being.*

### Our Key Values and Principles

- Embracing the voice of people with mental health and addiction issues
- Promoting inclusion
- Working collaboratively
- Influencing the social determinants of health (e.g. housing, justice)
- Focusing on the mental health needs of all age groups
- Using evidence to inform our work
- Being transparent and accountable

### A Person-centered Approach

The Framework for Support ([cmha.bc.ca/wp-content/uploads/2015/11/Framework\\_for\\_Support.pdf](http://cmha.bc.ca/wp-content/uploads/2015/11/Framework_for_Support.pdf)) is the central philosophy guiding our activities. This philosophy holds that the person experiencing mental illness is at the centre of any supportive mental health system. The goal of the Framework is to ensure that people experiencing mental illnesses live fulfilling lives in the community.

### Commitment to Excellence

CMHA BC has been accredited through Imagine Canada's National Standards Program ([imaginecanada.ca/en/standards-program](http://imaginecanada.ca/en/standards-program)). The Standards Program awards accreditation to charities and nonprofits that demonstrate excellence in five fundamental areas: board governance; financial accountability and transparency; fundraising; staff management; and volunteer involvement.



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## CMHA BC'S 2021-2025 STRATEGIC PLAN

The plan is the result of work led by the CMHA BC Board and reflects the voices and input of our team members, colleagues, partners, and stakeholders from across the Province. Together, their input has been instrumental in helping to define where we are, where we're going, and why.

### OUR THREE STRATEGIC PRIORITIES

With our values, the input from our thought partners, and our guiding principles in mind, we identified three strategic priorities: **reach**, **uplift** and **advance**.



**REACH** all British Columbians throughout their lifespan to promote mental wellness and provide mental illness and substance use care by leveraging strengths.



**UPLIFT** the voices of BC's non-profit organizations and people with lived and living experience to create positive change in our public and community-based systems of care.



**ADVANCE** our human right to our best possible mental health by calling for a comprehensive system of care that protects and promotes our rights to adequate housing, education, employment, community inclusion and health.

Find out how we are working towards a vision of Canada where everyone can realize their human rights to their best possible mental health.

Please visit the "About Us" section at [www.cmha.bc.ca](http://www.cmha.bc.ca) for more information about our CMHA BC's Strategic Plan.

### Duties of the Board Nominating Committee (BNC):

- to consider as a group, the organizational needs of the Society as determined by the Board, as outlined on page 1,
- to present a slate of persons for election meeting one of the following conditions:
  1. candidate is nominated by BNC, or
  2. nominated in writing by at least ten members of the Society in good standing and eligible to vote on the election of directors.
- to recommend candidates that best meet the identified needs of the Board. This is done by placing an (\*) beside the name of candidates moving to ballot for election.

It is the mandate of the Division Board that Legal and Finance Priorities be removed from the election process and be met by appointment.

Deadline: 4:30 pm PDT July 1, 2024

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### Candidate Information

To be completed by all nominees. PLEASE PRINT OR TYPE.

For assistance with completing this form, please contact [nominations@cmha.bc.ca](mailto:nominations@cmha.bc.ca)

Name:

Preferred pronouns (*disclosure is optional*):

Address:

Phone:

Email:

I prefer to be contacted by:  phone  email

Profession and/or Expertise:

The information collected here is protected under our Privacy Policy ([cmha.bc.ca/privacy](http://cmha.bc.ca/privacy)). However, answers to Questions 1 through 6 will be presented in the election kit.

If you have any questions about the nomination and election process please contact us at [nominations@cmha.bc.ca](mailto:nominations@cmha.bc.ca)

**DEADLINE: July 1, 2024 by 4:30 pm PDT**

Information from this Nomination Form will be used in the preparation of the election package.

Deadline: 4:30 pm PDT July 1, 2024

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### QUESTIONS

Responses received from the questions to the candidate about CMHA will be presented in the election kit. To facilitate ease for voters, we may edit for consistency.

Please note: Due to space limitations, we request that you please keep your response to 100 words or less. You may use bullet points if you wish. Responses longer than 100 words may be reduced.

#### Question #1

Part A. Can you please introduce yourself in the space provided below? You can include highlights from your professional/volunteer background.

It will be beneficial to indicate how your background will contribute to the Board of Directors in the identified priority areas of expertise:

- Policy, Advocacy, and Government Relations
- Fundraising
- Leadership Experience with Large Organizations

Please do not exceed 100 words:

Optional:

If you wish, you can select the appropriate check boxes below. Information from the checkboxes will not be included in the election kit. Please indicate if you self-identify as a:

- Person with direct lived experience of a mental illness and/or addiction
- Indigenous Peoples, Black Peoples, and People(s) of Colour
- Youth (19 - 30) or Adults (55+)
- Underrepresented groups including but not limited to those represented by race, ancestry, place of origin, religion, physical or mental ability, sex, gender identity, gender expression, sexual orientation and financial ability.

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**Question #2**

Part B. Please describe for us what the term “lived experience” means to you.

Please do not exceed 100 words:

**Question #3**

The CMHA BC Board has responsibility for the governance and strategic oversight of CMHA BC. (Please see “Board Job Description” at [cmha.bc.ca/board-nomination](http://cmha.bc.ca/board-nomination) for more information). Please tell us how your experience will help fulfill your role as director.

Please do not exceed 100 words:

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**Question #4**

What do you see as the emerging issues in the area of mental health and addiction that CMHA BC should address as a priority in the next 3-5 years?

Please do not exceed 100 words:

**Question #5**

Please tell us how you would use your policy, advocacy, government relations, fundraising and leadership experience to help CMHA BC's reach our strategic goals and priorities.

Please do not exceed 100 words:

**Question #6**

Is there any additional information you would like to share about yourself on how you can contribute to the effectiveness of the CMHA BC Division Board?

Please do not exceed 100 words:

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## QUALIFICATION

Qualifications for Nomination (extracted from bylaws [2020])

7.2 Nomination of candidates

a) The nominee is qualified to be director in accordance with Bylaw 8.3;

8.3 Qualification

Subject to Bylaw 8.15, in order to become, act or continue to act as a Director, a person must:

- a) Be qualified as required by the Societies Act, except that no person is qualified to become or act as a Director of the Society who is under the age of 19 years;
- b) Be a Member of the Society;
- c) Not be a Staff Member;
- d) Not be an ineligible individual, unless that person received the approval of the Directors to remain a Director within 30 days after making the disclosure required by Bylaw 8.4.

Eligible nominees for election to a 3-year term on the Board of Directors must:

- Be 19 years of age or older
- Be able and willing to fulfill the responsibilities and duties outlined in the job description, for a term of three years
- NOT be an employee of any branch, of any division, or of the national office of the Canadian Mental Health Association
- NOT be serving as a Director on any other CMHA Branch Board; Directors of a CMHA Branch Board must be prepared to step down if elected to the Division Board to avoid conflict of interest.
- Be a current member of the Canadian Mental Health Association, BC Division or a CMHA branch in BC or willing to become a member. If you are not a current member, you may request membership and include your membership fee with your completed nomination form
- Complete the attached Declaration of Eligibility of Director or Officer pursuant to s. 149.1 (1) of the Income Tax Act (Canada)

I have read the qualifications for nomination eligibility and agree that I meet the qualifications for nomination

Name:

Signature:

Date:

*Member signatures are not required for nomination. The signature of ten members eligible to vote guarantees that a nomination proceeds to the ballot. Nominations of individuals without ten member signatures will be at the discretion of the Nominating Committee.*



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**Member Signatures (OPTIONAL)**

Pursuant to the CMHA BC Division Bylaws Section 7.2b, the nomination of a candidate for election as a director in the election by ballot is valid if “the person is nominated by the Nominating Committee or nominated in writing by at least ten members of the Society in good standing who are eligible to vote on the election of directors.”

See the *Qualifications for Nomination* section on page 8 of this package for details.

We, the undersigned, support the nomination of:

for election as a Director of the Canadian Mental Health Association, BC Division. We are current ordinary members of the Society in good standing at the date of signature and are eligible to vote on the election of directors on the Nomination Date set by the Directors.

|     | Name (please print) | Signature | Date  |
|-----|---------------------|-----------|-------|
| 1.  | _____               | _____     | _____ |
| 2.  | _____               | _____     | _____ |
| 3.  | _____               | _____     | _____ |
| 4.  | _____               | _____     | _____ |
| 5.  | _____               | _____     | _____ |
| 6.  | _____               | _____     | _____ |
| 7.  | _____               | _____     | _____ |
| 8.  | _____               | _____     | _____ |
| 9.  | _____               | _____     | _____ |
| 10. | _____               | _____     | _____ |

Note: Being nominated by 10 members in good standing will not guarantee receiving BNC’s recommended status — identified by an asterisk (\*) beside the candidate’s name on the election ballot.

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### CONSENT FORM

I, the undersigned, agree to have my name placed in nomination for election as a Director of the Canadian Mental Health Association, BC Division (CMHA BC). I understand that as part of the election process, my biographical sketch will be published on a ballot and made available to all members in BC, and also posted on the CMHA BC website (cmha.bc.ca) which is accessible to the public. This information will be public only until the election ends: August 9, 2024. In the event that I am elected, I will receive and return a new consent form that is distributed to all new board members.

I am a paying member with the following Branch and/or Division:

Yes, with the  Branch/Division.

No, but I have submitted my membership application online at [www.cmha.bc.ca/membership](http://www.cmha.bc.ca/membership).

No, but my membership fee of \$20.00 is enclosed.

No, but my membership fee of \$5.00 for individuals on limited income is enclosed.

If elected, I understand that I will be expected to:

- Serve a three-year term on the CMHA BC Board of Directors
- Attend at least 75% of the meetings of the CMHA BC Board during my term
- Be an active member as required
- Respond to requests
- Be available to participate in meetings on behalf of the CMHA BC Board
- Be a champion for fundraising in support of fundraising goals
- Be eligible to sign the Director's Eligibility Form
- Communicate through email and have access to the Internet from time to time

I have read the above statement and the Board job description. I agree that I have the time to meet my responsibilities as Director.

(Board job description is available to view on our website at [cmha.bc.ca/board-nomination](http://cmha.bc.ca/board-nomination))

Name:

Signature:

Date:

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To be completed by all nominees.



**Canadian Mental Health Association**  
British Columbia  
*Mental health for all*

(the “Society”)

**Declaration of Eligibility of Director or Officer pursuant to s. 149.1(1) of the Income Tax Act (Canada)**

I, , of ,

British Columbia, declare that:

1. I consent to act as a director of the Society.
2. I am not an Ineligible Individual under the Income Tax Act (Canada). This means that:
  - a) I have never been convicted of a criminal offence, whether under the laws of Canada or elsewhere, that relates to financial dishonesty (including tax evasion, theft or fraud) or is relevant to the operation of a charity, unless
    - i) a pardon has been granted or issued and the pardon has not been revoked or ceased to have effect, or
    - ii) a record suspension has been ordered under the Criminal Records Act (Canada) and the record suspension has not been revoked or ceased to have effect;
  - b) In the past 5 years, I have never been convicted of a non-criminal offence, whether under the laws of Canada or elsewhere, that relates to financial dishonesty (including offences related to charitable fundraising, consumer protection and securities) or is relevant to the operation of a charity;
  - c) None of the charities listed in paragraphs 3 and 4 below have, within the past 5 years, had their charitable registration revoked; and
  - d) I have not, nor have I ever been, a promoter of a tax shelter arrangement that involved a gift to a registered charity, where such charity had its charitable registration revoked in the past five years for reasons that included its participation in the tax shelter.
3. I am or have been in the last 5 years a director, trustee, or officer of the following registered charities:

| Name of charity | Position held<br>(director, trustee, officer) | Time period in which<br>position held |
|-----------------|---|---------------------------------------|
|                 |   |                                       |
|                 |   |                                       |
|                 |   |                                       |

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4. I control or manage, or have controlled or managed, either directly or indirectly, the following registered charities in the last 5 years:

| Name of charity | Nature of control/management | Time period in which control/management held |
|-----------------|------------------------------|--|
|                 |                              |  |
|                 |                              |  |
|                 |                              |  |

5. I am eligible to be a director under the Society’s bylaws and the Societies Act (British Columbia). This means that:
- a) I am at least 19 years of age;
  - b) I am not currently deemed by any court, in Canada or elsewhere, to be incapable of managing my own affairs;
  - c) I am not an undischarged bankrupt; and
  - d) I have never been convicted, in British Columbia or elsewhere, of an offence in connection with the promotion, formation or management of a corporation or unincorporated entity, or of an offence involving fraud, unless an exemption otherwise applies under the Societies Act.
6. I have never been convicted of an offence under the Health Professions Act (British Columbia) or similar professional regulatory legislation or sanctioned with disciplinary action by a regulator of a profession, in or outside of British Columbia.
7. I have disclosed any breaches of professional ethics, breaches of trust, and contraventions of any professional practices.
8. I have disclosed any activities or affiliations that could be reasonably foreseen to risk or compromise the reputation of the Society.
9. I agree to undergo a criminal record check and release the results of this check to any individual or group that the Society deems is appropriate for the purpose of determining my eligibility to serve as a director. I authorize the Society to conduct investigations, including any online search or reference check, to determine the accuracy of the representations made in my Nomination Form.
10. I will inform the Society immediately should I become aware that any of the declarations above are or have become untrue.
11. I agree that if there is any dishonesty on my part, or if the Society or Canada Revenue Agency determines any dishonesty, with respect to this declaration, I will immediately tender my resignation of all positions held with the Society upon written request by the Society’s board of directors.

Nominee Signature

Date

Name of Nominee

Witness Signature

Date

Name of Witness

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### CHECKLIST

Please ensure all sections are completed before submitting your nomination form:

- Candidate Information – page 4
- Questions – page 5–7
- Qualification – page 8–9
- Consent – page 10
- Declaration of Eligibility of Director – page 11–12

Please send your completed nomination form by 4:30 pm PDT July 1, 2024 to:

Mail: Attn: Jonny Morris, Chief Executive Officer  
Canadian Mental Health Association, BC Division  
905 - 1130 W. Pender Street  
Vancouver, BC V6E 4A4

Email: [nominations@cmha.bc.ca](mailto:nominations@cmha.bc.ca)

If you need assistance to complete this form, please contact [nominations@cmha.bc.ca](mailto:nominations@cmha.bc.ca)