



Equine Canada

Director Application Package - 2016

Dear Prospective Candidate,

Thank you for your interest in serving on the Equine Canada Board of Directors. Equine Canada is the national governing body for equestrian sport in Canada, with a mandate to represent, promote and advance the sport in Canada, and to represent, promote and advance all related equine and equestrian interests. With over 18,000 sport license holders, 80,000 registered participants, and 10 + national equine affiliate organizations, Equine Canada is a significant contributor to the social, physical, emotional, and economic wellbeing of the equine and equestrian industry across Canada.

Our Vision

Canadians are inspired to achieve personal excellence and embrace lifelong participation in equestrian activities.

Our Mission

From championing best practices to encouraging fun and participation, Equine Canada is the dedicated national voice working to serve, promote and protect the interests of horses and Canada's equestrian community.

Our Core Values

We believe in:

Equine Welfare: Accepting our responsibility to our equine partners as a privilege, we affirm safeguarding the welfare of the horse is paramount.

Respect: For each other, for the safety of ourselves and our horses, and for the health of the environment in which we all live and work.

Diversity: Celebrating our differences, we embrace our community's increasingly dynamic membership.

Inclusivity: Working together, we provide a meaningful equestrian experience for all of our members, from grassroots participants through to elite performers.

Service: Effectively and proactively satisfying our members' needs, expectations and best interests is fundamental to all we do.

Excellence: Leading by example, we reflect the highest aspirations of our members and

inspire and empower them to reach their full potential through outstanding performance.

Volunteerism: As a means of encouraging personal growth in a way that has direct, immeasurable benefits to the equine community, we actively seek, welcome and respect those who selflessly give of their time in aid of the welfare of the horse and the achievement of Equine Canada's mission.

For more information about Equine Canada, please visit www.equinecanada.ca

Vacancies: In 2016, there will be up to six (6) Director positions to be filled. Per Bylaw 4.2

a) Transition – Four (4) positions will be for a three year term ending in 2019.

Two (2) positions will be for a two-year term ending in 2018.

Commitment: You should be prepared to devote approximately 10 hours monthly to the Board, including monthly meetings and other events.

Competency of Nominees: Per Bylaw 4.8. All nominations shall be reviewed by the Nominating Committee. The Nominating Committee shall provide the Members with a list of candidate Directors, taking into consideration (i) the nominee's knowledge of EQUINE CANADA, (ii) required skills and diverse needs of EQUINE CANADA and the community it serves, and (iii) a balance of new and experienced Directors. The list of candidate Directors shall exceed the number of vacant positions by at least one and at most three Persons. No candidate may be eligible for election as a Director unless such candidate has been reviewed by the Nominating Committee and included on the list of candidates.

Eligibility: Per Bylaw 4.5. Eligibility – Subject to the Act and the By-laws, any Person who (i) has the power under law to contract, (ii) is eligible to serve as a director of a registered charity, (iii) is not an employee of EQUINE CANADA or a Recognized Affiliate Organization, and (iv) is a resident of Canada, may be elected or appointed as a Director provided that Directors may not be Members. Any Member elected as a Director shall resign as a Member within ten (10) days following the later of (i) date of election; and (ii) the provision of such Person's consent to be a Director in accordance with the Act.

Nominations: Per Bylaw 4.6. Nominations – Nomination of an individual for election as a Director shall be submitted to the Nominating Committee by Registered Participants in accordance with EQUINE CANADA's nomination Policies, procedures and timelines and shall include a written confirmation by the candidate expressing a willingness to stand for office and a detailed profile of the candidate.

Please note that candidate applications will remain confidential and will be destroyed following the presentation of the slate of candidates to the membership. The Nominating Committee has the exclusive discretion to choose candidates for Directors out of the applications received. The guiding criteria shall be to select Directors who will have complementary skillsets to others serving as Directors and whom the Nominating Committee determines will best govern and guide EQUINE CANADA in pursuit of its objectives. Only those candidates selected will be communicated to the members who will vote to elect the Directors.

Candidate Application Package

Candidate application packages **must** include the following items to be considered by the Nominating Committee:

- Letter of Interest (max. 1500 words) including why you would like to serve on the EC Board, the value you would bring to the Board and organization;
- CV – must include contact information, education, work experience, volunteer/community service experience, language skills
- Linked In profile (if applicable);
- equine affiliation or membership (if applicable);
- completed Director nomination and acceptance form (Appendix A);
- an original, digital photo. For best quality, we prefer a digital photograph that is at least 2MB or 300dpi (dots per inch).

The Nominating Committee welcomes nominations for candidates who have a demonstrated ability to work effectively with the CEO and can strengthen the Board's skills, expertise and diversity, including those with sport knowledge, business acumen, legal, financial, marketing, social media/digital, communication and language skills and who have a demonstrated understanding of a Director's fiduciary responsibility and governance role, a vision for positive change in the organization, and an open mind.

Questions: If you have questions regarding your candidate application package, please contact Eva Havaris, CEO, at ehavaris@equinecanada.ca or (613) 287-1515 x 135

Please submit your complete application by **4 p.m. EST, February 1st, 2016** to the attention of Chair, Nominating Committee:

By Mail or in Person:	By Email	Fax
Equine Canada 308 Legget Dr., Suite 100 Ottawa, On K2K 1Y6	nominations@equinecanada.ca	(613) 248-3484

Timelines: Please take note of the following dates:

February 1, 2016:	Call for Nominations will close at 4 p.m. EST
February 9, 2016:	Nominating Committee will complete review of applications and make nominations for the ballot and publish list of candidates.
March 8, 2016:	Members cast their ballots
March 24, 2016:	Election results announced
April 20-24, 2016	Annual Convention, Montreal QC

Once again, thank you for your interest in serving as a member of the Equine Canada Board of Directors.

Sincerely,
Chair, EC Nominating Committee

Appendix A
Nomination and Acceptance Form

Nominee: _____

Registered Participant (RP) #: _____

Nominated by: _____ RP#: _____

Dear Nominating Committee Members,

I hereby apply as a candidate for Director on the Equine Canada Board. I certify that I support the Vision and Mission of Equine Canada. I will accept nomination, will serve if elected, and agree to support and be bound by Equine Canada's policies.

I wish to be considered a candidate for Directors for:

a three year term.

a two year term.

I certify that I satisfy all requirements for directors of non-profit corporations, including those under the *Canada Not-for-profit Corporations Act*. I authorize Equine Canada to verify the accuracy of my application and agree to cooperate and complete such documents as may be reasonably requested by Equine Canada to confirm the accuracy of any information contained herein.

I certify that to the best of my knowledge the information I have provided in this Application is true, accurate, and complete.

Sincerely,

Signature _____ Date _____

Print Name _____