



Canadian Mental
Health Association
Halton Region Branch
Mental health for all

Association canadienne
pour la santé mentale
Filiale de la région de Halton
La santé mentale pour tous

Join the Canadian Mental Health Association - Halton Region Branch, Board of Directors

Opportunity

Canadian Mental Health Association Halton Region Branch (CMHA Halton) is a leading client-centred, community-based mental health and addictions organization serving the Region of Halton. CMHA Halton champions mental health for all, and supports the full participation of those with mental illness and addictions in the community. In addition to providing mental health and addiction programs and services, we are committed to community development, mental health awareness and addressing the stigma surrounding mental illness.

The Board of Directors is currently seeking 2 new Directors to fill vacancies on the Board. This is an opportunity to be part of an engaged and dynamic team in service to the community. The Board of CMHA Halton operates under a results-based governance model, is accountable for achievement of the strategic directions of the organization and for ensuring that its “duty of care” is fully exercised.

Note: This is a volunteer position.

Timing Commitments

Minimum monthly commitment approximately 3-4 hours, as more fully described below

Length of term: 2 or 3 years, with renewal up to 9 years maximum; minimum one-year commitment required.

Full Board meetings take place in the evening on the fourth Tuesday of the following months – September, November, January, March, April, and June. *Ad hoc* meetings may occur in between as necessary. **Length:** 1.5-2.5 hours

Committee Meetings (Finance, Quality, Advancement, and Governance) are scheduled based on reporting requirements or project work, and consideration is given to the availability of members of the

committee; meetings may be monthly, bi-monthly, or quarterly, depending on the committee. **Length:** 30 - 60 minutes. It is expected that Board Members sit on at least one Committee.

Strategy Session: The Board of Directors carries out an annual strategy session, generally by way of 1 or 2 half-day sessions; usually in the December – March time period. Meetings are scheduled based on availability of Board members.

Meetings: Meetings may be in-person or virtual. Where in-person, steps are taken to ensure appropriate health and safety precautions are in place. Members unable to attend in person will have the opportunity to participate virtually.

Board Member Duties include:

- Regularly attend meetings and arrive prepared and ready to engage in Board business and discussions
- Work collaboratively, and in accordance with the by-laws and policies; consistent with the approved governance model
- Draw on skills, knowledge, and experience to help advance the discussions
- Maintain confidentiality
- Act in the best interest of CMHA Halton and assist the Board in carrying out its fiduciary duty (act honestly and in good faith) and duty of care (care, diligence, and skill) responsibilities including:
 - monitor and provide oversight to the organization's finances
 - monitor and provide oversight to the organization's use of resources;
 - ensure procedures are in place to reduce and minimize risk, including risk identification, mitigation, and management
 - ensure the legal and ethical integrity of the organization and compliance with governing laws and regulations
 - track organizational goals and objectives
- Assist in the recruitment and orientation of Board Members
- Actively participate in the Board's evaluation processes
- Participate in development of the Board and the Organization strategic plan(s)
- Stay informed about Board and committee matters; review and comment on agendas, minutes, reports, or other relevant documentation
- Stay informed about CMHA Halton's mission, services, policies, and programs
- Stay up to date on developments and trends in the mental health system, community, economy, government, etc. that may affect the organization
- Participate in mandatory Board member orientation and onboarding, and recommended ongoing professional development to be a more effective Board member

Core Skills, Competencies, Experiences

Core skills, competencies, and experiences of Board members include:

- Lived experience as a person with mental health and/or addiction issues, or as a family member or caregiver, or as a person with working knowledge of mental health and addictions;
- Reliability;
- Critical thinking; problem-solving; communication and analytical skills;
- The ability to work collaboratively with others and build relationships;
- Commitment to diversity, equity, and inclusivity; tolerance and respect for others; and
- Empathetic and compassionate.

Focus of this Recruitment

We are currently recruiting for persons with work or lived experience in one of the following areas:

1. Youth representative (within the ages 18 – 26)
2. Healthcare (in particular primary care providers)

We are committed to increasing the diversity of our Board by actively and intentionally recruiting persons who reflect the diversity of the individuals and community we serve, and those whose voices are often not heard.

Persons who have accessed the mental health system and/or those who are family members or caregivers including are encouraged to apply.

Applicants must live or work in Halton Region.

How to Apply

To apply, send an email outlining why you are interested in this position to:

board@cmhahrb.ca.

The email should include any unique skills, experiences, or knowledge you can bring to the role. You may include a resume with your email or you may request an application form be sent to you.

Deadline for applications is **November 6, 2022**. Applications will be evaluated by the Board's Governance Committee and selected candidates will be invited for an interview.

Accommodation Requirements: Please notify us if you require accommodation with respect to the materials or procedures used at any time in order to fully participate in this recruitment process. We will work with you to determine how to meet your needs throughout and, if the successful applicant, your potential term as a board member.