

# Board of Directors Application



AMHS-KFLA is a community-based not-for-profit charity dedicated to providing integrated, high-quality addiction and mental health services that foster inclusion, recovery, and well-being. Our Board of Directors provides governance oversight to the organization through its responsibilities for strategic direction setting and oversight of the Chief Executive Officer.

Guided by our Strategic Plan, the Agency is focused on strengthening integrated services, advancing housing solutions, supporting effective and engaged teams, and championing inclusion and advocacy across the Kingston, Frontenac, Lennox & Addington region.

**Our Vision** *An inclusive community where people can access integrated services that support their recovery journey and positive sense of well-being.*

**Our Mission** *As a health organization, AMHS-KFLA provides responsive, high-quality, community-based addiction and mental health services that empower individuals with severe, persistent challenges to become well and achieve their full potential. Our work is accomplished in collaboration with many networks of service providers.*

## Our Values

Respectful & Compassionate



Trustworthy & Accountable



Equity, Diversity & Inclusion



Excellence & Innovation



Collaborative Partnerships



Supporting Each Other



AMHS-KFLA is committed to skills-based Board recruitment to ensure strong governance and a diverse and representative Board. We welcome applications from individuals with a range of professional expertise, lived experience, community connections, and governance experience who are passionate about strengthening addiction and mental health services in our region. Our current areas of focus for recruitment include:

- ✓ **Justice/Police**
- ✓ **Property/Real Estate Experience**
- ✓ **Social Services relating to Housing/Housing Supports**
- ✓ **Education Sector**
- ✓ **National/Other Jurisdictional focus**

Directors are selected to collectively provide a balanced mix of competencies, professional expertise, community knowledge, and lived experience.

Please review the following information and complete the application form in full. All information will be kept confidential and used solely for the purpose of Board recruitment and selection.

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## About Board Service + What to Expect

The AMHS-KFLA board of directors is a diverse and dynamic team that works together to provide strategic oversight, ensure financial and organizational accountability, and support risk management. Each member contributes by providing their unique perspectives and skillsets to the group. Directors are expected to uphold the organization's core values, contribute meaningfully, and act as ambassadors within the community. Through the oversight of the Chief Executive Officer Board responsibilities include:

- Provide strategic direction and ensure alignment with AMHS-KFLA's mission, vision, values, and Strategic Plan. Including participation in setting and monitoring organizational objectives to achieve strategic priorities
- Support effective risk management and ensure compliance with legal, regulatory, and ethical obligations.
- Ensure fiduciary responsibility through oversight of financial performance, budgeting, and long-term sustainability.
- Serve on Board committees as required.
- Uphold confidentiality and declare any real or perceived conflicts of interest.

Board members are expected to attend and actively participate in regular Board meetings and annual planning sessions, as required. Time commitment is typically 10-15 hours per month. Monthly Board meetings are conducted using a hybrid model (virtually or in person), with some in-person activities throughout the year.

Through board service, you will work alongside a group of up to 13 members in strengthening addiction and mental health services in the KFL&A region, as well as:

- ✓ *Supporting positive outcomes for individuals, families, and communities.*
- ✓ *Giving back to the community by sharing your skills & experience.*
- ✓ *Gaining valuable governance and leadership experience.*
- ✓ *Developing your expertise in nonprofit governance, strategy, and mental health and addictions care.*
- ✓ *Expanding your professional and community networks.*
- ✓ *Collaborating with a diverse group of committed community leaders.*
- ✓ *Deepening your understanding of mental health, addiction services, and related issues.*
- ✓ *Making a lasting impact on health care services and community well-being.*

## Eligibility Criteria and Conditions for Director Application

- Directors must be at least 18 years old and be legally able to manage their own financial and personal affairs.
- Directors must live in or be employed in the geographic area of Kingston, Frontenac and Lennox & Addington
- No person with undischarged bankruptcy shall be eligible to be a Director
- No person who would otherwise be disqualified under the Income Tax Act shall be eligible to be a Director.
- A Director must be in full agreement with the governing documents of the Corporation. A Director shall, at the time of his or her election (or within 10 days thereafter), and during the term of office as a Director, be a Member of the Corporation in good standing.
- No current or past (within 12 months) AMHS-KFLA employee, nor their spouse, parent, or child, shall be eligible for election as a Director. Where a spouse, parent, or child of a current Director becomes an employee of the Corporation, the current Director must resign at the next meeting of the Members.

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## Application & Selection Process

To apply to be a member of the AMHS-KFLA Board of Directors, you must complete this form and submit it with a copy of your current resume or a brief biographical sketch. Applications will be reviewed based on eligibility, qualifications, experience, and the skills and perspectives sought to strengthen the Board of Directors. Prospective Board Members will be interviewed, and references may be requested at that time.

Please submit your completed form with your resume or biographical sketch by email to:  
[board@amhs-kfla.ca](mailto:board@amhs-kfla.ca)

<b>FULL NAME:</b>				
<b>ADDRESS:</b>				
<b>PHONE:</b>		<b>EMAIL:</b>		
<b>ALTERNATE PHONE:</b>		<b>ALTERNATE EMAIL:</b>		
<b>Please list any current or past Board experience you have, along with any areas of board work that are of particular interest to you.</b>				
<b>What inspires you to apply to the Board, and how do you hope to contribute to our mission and strategic priorities?</b>				
<b>Please let us know what skills, experience and perspectives you can share with us (Please add a check mark in the most appropriate column for your skillset in each area)</b>				
<b>Area of expertise</b>	<b>Requires support, no relevant experience</b>	<b>Understands governance implications</b>	<b>Can contribute meaningfully to discussions</b>	<b>Can mentor other directors or lead committees</b>
<b>CORE GOVERNANCE &amp; STRATEGY</b>				
Board/Non-profit Governance				
Financial Management				
Organizational Management				
Analytics				
Legal Background				
Strategy, Business Development/Design				
Public Relations & Promotion				
Fundraising & Foundation Management				
Advocacy with Government & Funders				

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Please note any additional <b>Core Governance &amp; Strategy</b> skills you can share with us:				
Area of expertise	Requires support, no relevant experience	Understands governance implications	Can contribute meaningfully to discussions	Can mentor other directors or lead committees
<b>COMMUNITY &amp; SECTOR CONNECTIONS</b>				
Healthcare				
Mental Health & Addictions				
Social Services				
Justice/Police Services				
Private Sector				
Education Sector				
Regional/KFLA Focus				
Provincial Focus				
National/Other Jurisdiction Focus				
Please note any additional <b>Community &amp; Sector Connections</b> you may have:				
Area of expertise	Requires support, no relevant experience	Understands governance implications	Can contribute meaningfully to discussions	Can mentor other directors or lead committees
<b>EQUITY &amp; LIVED EXPERIENCE</b>				
Anti-Oppression/Anti-Racism				
Trauma-Informed Care				
Indigenous Knowledge				
Lived Experience of Mental Health and/or Addiction				
Community Leadership				
Please note any additional <b>Equity and/or Lived/Living Experience</b> you may have and wish to share:				
Please share any additional skills or relevant experience that you can bring to our Board (feel free to attach additional pages if needed)				
<p align="center"><b>Please submit your completed form with your resume or biographical sketch by email to:</b>  <a href="mailto:board@amhs-kfla.ca">board@amhs-kfla.ca</a></p>				