



## Psychiatric Survivors of Ottawa

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### Nomination Form for Board of Directors 2023/24

There are **four vacancies** on the Board of Directors to be filled at this time. Deadline for Submission to the PSO office: **September 22, 2023**

Two nominators are required, and they must be PSO members in good standing.

\*Please mail this form back to the office so we can get 2 members to sign off on your nomination.

#### Eligibility Requirements:

- Be at least 18 years old;
- Not have been declared incapable by a court in Canada or in another country;
- Be an individual (i.e., a corporation cannot be a director);
- Not be in bankrupt status: and
- Be a member of PSO in good standing for a period of at least 30 days.

Date: \_\_\_\_\_

Name of Nominee: \_\_\_\_\_

Address: \_\_\_\_\_

\_\_\_\_\_

Phone: \_\_\_\_\_ Alt Phone: \_\_\_\_\_

Nominator 1: \_\_\_\_\_

**(name and signature)**

Nominator 2: \_\_\_\_\_

**(name and signature)**

I, \_\_\_\_\_ am running for the PSO board of directors

**Date:** \_\_\_\_\_ **Signature:** \_\_\_\_\_

## **What you could expect if elected to be a Director....**

### Functions of the Board of Directors:

- Organizational Operations • Financial Oversight
- Vision and Planning • Community Relations
- Provide direction and oversight of the Executive Director
- (Cause to be) carried out all resolutions and orders of the PSO Corporation

### General Information:

- Being a Director is a volunteer position without monetary compensation
- Term of office is two (2) years. A Director may serve on the Board for a shorter period if they were selected to complete another's term.
- Monthly meetings (occasionally two, as necessary) plus committee meetings/work as necessary

### General Expectations of Each Director:

- Know the organization's mission, purposes, goals, policies, programs, services strengths and needs, serve in leadership positions or undertake special assignments willingly and enthusiastically when asked
- Complete the Board of Directors training program
- Follow trends in the organization's field of interest
- Suggest possible nominees for board service
- Serve the organization as a whole rather than any special interest group or constituency
- Maintain objectivity
- Read and understand the organization's financial statements • Be yourself!

### Meetings

- Prepare for, attend and participate in meetings and/or training
- Read minutes, reports, etc. circulated ahead of time
- Suggest agenda items when appropriate
- The position of 'Chairperson' rotates among the Directors for each meeting

### Confidentiality/Conflicts of Interest

- Maintain the confidentiality of items so designated
- Avoid conflicts of interest that might embarrass the organization, and disclose any possible conflicts as early as possible
- Speak on behalf of the organization when asked to do so