



Canadian Blind Sports
Sports Aveugles Canada

**CALL FOR NOMINATIONS for the ANNUAL GENERAL MEETING
SEPTEMBER 20 2023**

Canadian Blind Sports Association (CBSA) is seeking enthusiastic, talented volunteers to join our Executive Committee and Board of Directors.

1. CBSA:

The CBSA is the recognized national sport organization for the Paralympic Sport of Goalball, and advocates within the sport system for Canadians who are visually impaired or blind.

2. Board structured and length of terms:

The Board consists of seven (7) directors:

Three (3) Officers of the Association (**President, Vice-President, and Finance and Administration Director**)

- a. **Sports Technical Director** (Chair of the Goalball Technical Committee GTC) elected in odd-numbered years for a term of two (2) years
- b. **Communications Director** elected in even-numbered years for a term of two (2) years
- c. **Sport for Life Director**- elected in even-numbered years for a term of two (2) years
- d. **Athlete's representative, nominated by the GTC and ratified by the Association in odd-numbered years for a term of two (2) years.** The Athlete's Representative nominated by the Goalball Commission and ratified by the Association's membership must be either the Male or the Female Athlete's Representative on the Goalball Commission.

3. Terms that a Director may serve:

A person may not serve as Director in his or her current position for more than three (3) consecutive terms.

326-3045 Robie St, #5 • Halifax Nova Scotia • B3K 4P6
Phone: 1-877-604-0480 • info@canadianblindsports.ca



4. Time Commitment:

CBSA holds approximately six (6) board meetings per year.

Serving as a Director requires 8-10 hours in an average month; for specific committees there may be additional time commitments for projects or tasks to be completed.

5. Eligibility:

A person shall only be eligible to be nominated, elected, appointed, or continue to serve on the Board if such person is a member in good standing of a Member organization, and must:

- a. Be eighteen (18) years of age or older
- b. Be a resident of Canada as defined in the Income Tax Act
- c. Have the power under law to contract
- d. Agree to adhere to the Corporation's Governing Documents
- e. Have not been declared incapable by a court in Canada or in another country
- f. Not have the status of bankrupt
- g. Not be an employee or contractor of the Corporation
- h. Provide a clear criminal record check

6. Qualifications for a Director:

Directors should possess a majority of the following General Attributes and more than one of the Specific Skills:

General Attributes:

- | | |
|---|--|
| <input type="checkbox"/> Knowledge of Goalball | <input type="checkbox"/> Team player |
| <input type="checkbox"/> Board experience with a governance board | <input type="checkbox"/> Business Acumen |
| <input type="checkbox"/> Policy Development | |

Specific Skills:

- | | |
|---|---|
| <input type="checkbox"/> Leadership | <input type="checkbox"/> Government Relations |
| <input type="checkbox"/> Funds Development | <input type="checkbox"/> Accounting & Finance |
| <input type="checkbox"/> Legal | <input type="checkbox"/> Strategic Change Management |
| <input type="checkbox"/> Human Resources Management | <input type="checkbox"/> Marketing/Communications |
| <input type="checkbox"/> Entrepreneurship | <input type="checkbox"/> Provincial Sport Perspective |
| <input type="checkbox"/> Political Capital | |



7. Director responsibilities:

In their role as stewards of the organization, and within the Vision, the leadership volunteers are accountable to the membership and act to:

- a. Reflect the values of the organization and adhere to the Code of Conduct
- b. Determine policy, set direction, ensure the organization's financial health, establish strategic priorities, develop and update a long-term plan and ensure the existence of a sound governance framework
- c. Communicate or advocate effectively by representing the organizations as an ambassador and ensuring sound relationships with partner organizations and funders as appropriate; undertake Board to Board communications between organizations if necessary
- d. Ensure good performance—an effective board will usually invest a fair amount of time discussing the questions: what does good performance mean for us? How do we measure how well we are doing? It will rely on multiple sources of intelligence, both formal in the form of staff reports and informal, to keep on top of this aspect of its responsibilities.
- e. Bring a certain skill set to bear on strategic decision-making (for example, understanding the marketing, financial, communications, accounting or legal aspects of an issue)
- f. Board members will be required to complete mandatory safe sport and gender equity training as per the organization's policies.

8. Nomination Process:

The CBSA Board of Directors Nominating Committee shall issue a call for nominations; the Nominating Committee shall be entitled to search for nominees until the date of the AGM. Nominations from the floor at the AGM shall be permitted if no nominations for a position have been proposed.

The Nominations Committee will conduct due diligence by reviewing the nominee's qualifications, the required skills and attributes, potential conflict of interests or other significant matters which would preclude the nominee from successfully fulfilling the duties of a Director.



9. Information required to support each application:

Each nominee is required to complete and sign a **Candidate Application Form (below)** and submit it to the Nominations Committee along with a letter of intent and a résumé outlining the nominee's qualifications, successes, and work and volunteer history.

10. Key considerations:

As a Board that is representing national interests of athletes who are blind, CBSA is committed to broadening the diversity of our Board of Directors. We are seeking candidates that are committed to anti-discrimination and anti-racism, and particularly encourage applications from people who are blind, Indigenous people, people of colour, people living with disabilities, members of the LGBTQ2+ community, and those with varied areas of expertise and lived experiences. Accommodations are available on request for candidates taking part in all aspects of the selection process.

11. Submitting an application:

Inquiries or nominations should be forwarded to ed@canadianblindsports.ca, who will forward the information to the nominating committee.

The positions will be elected at the Canadian Blind Sports Annual General Meeting.

The deadline for nominations 45 days prior to the AGM: August 4 2023.

Terms for Election Nominations for 2023-2025:

Officer:

- a. President
- b. Vice President

Directors:

- c. Sport Technical Director



**Canadian Blind Sports Association
Candidate Application Form**

*This form must be submitted ed@canadianblindsports.ca by the date of
_____ [insert date]*

This form is to be completed by any person nominated for election as a Director.

Name of Candidate: _____

Address: _____

Phone Number(s): _____ Email Address: _____

Estimate your level of commitment, skill or expertise in each of the following areas (please be honest):

	High	Med	Low / NA
Support of the CBSA's Objectives			
Experience on Not-for-Profit Boards			
Knowledge of goalball and or blind sport			
Financial Management			
Fundraising			
Marketing / Sponsorship			
Human Resources			
Technology / IT			
Leadership			
Legal			
Lobbying / Advocacy			
Media / Public Relations			
Organizational Management			
Risk Management			
Strategic Planning			
Government Relations			



1. Please describe why you are interested in serving as a Director of CBSA:
2. Please provide a brief summary of any previous experience with CBSA:
3. Please provide a brief summary of your experience with other sport organizations:
4. Please provide a brief summary of your experience with non-sport voluntary or community organizations:
5. Please highlight additional skills or competencies that would contribute to the effective leadership and governance of CBSA:
6. Please describe any conflicts of interest that you would need to declare if elected to the Board:
7. Please describe any other position held within the sport of Goalball
8. Please confirm that you are in compliance with the eligibility requirements and if not, why?

Yes_____ No_____, why:

I agree to let my name stand for a Director position on CBSA's Board of Directors. I consent to the verification by CBSA of the information provided in support of my nomination.

Signature

Date