



## Rocky Bay Child and Family Services

Main Office:  
119B MacDonald Ave.  
Rocky Bay First Nation  
MacDiarmid, ON  
P0T 2B0  
Ph# (807) 885-1697

Satellite Office:  
1046 Memorial Ave.  
Thunder Bay, ON  
P7B 4A3  
Ph# (807) 475-4703  
Fax (807) 475-9297

### Application for the Board of Directors

#### 1. Instructions

- (a) To apply to be a board member of Rocky Bay Child and Family Services and the board committees, you must complete this form and submit it to the Executive Assistant prior to your scheduled interview.
- (b) For more information about the application process, please contact:

Kim Parker, Executive Assistant  
kparker@rbcsf.ca or (807) 475-4703

#### 2. Applicant Contact Information

Surname:		First Name:	
Home Address:			
City:	Province:	Postal Code:	
Home Phone Number:		Business Phone Number:	
E-mail Address:			
Preferred method of Contact:    Home Phone <input type="checkbox"/> Business Phone <input type="checkbox"/> E-mail <input type="checkbox"/>			

#### 3. Eligibility Criteria and Conditions of Appointment

1. Must be a registered member of BZA
2. Must be Indigenous or of Indigenous ancestry and at least 18 years old.
3. A candidate for the board cannot be a currently employed by Rocky Bay Family Services
4. Individuals having been employed with Rocky Bay Child and Family Services within the past two years are not eligible to apply.
5. Must obtain the highest regard to confidentiality
6. Ability to fulfill the requirements and responsibilities of their position and comply with the legislation governing the Board of Directors, its by-laws and policies, and all other applicable rules.
7. Be familiar with the organization's budget and take an active part in the budget planning process.
8. Interpret the organization's work and values to the community, represent the organization.
9. Keep up to date on the business of the organization.
10. Must sign a Declaration confirming their agreement to adhere to their fiduciary duties and board policies.

11. Rocky Bay Child and Family Services strives to ensure the safety and security of patients, visitors, employees, volunteers, and assets, financial and otherwise. Director appointments shall be conditional upon a satisfactory Criminal Records Check (CRC) to ensure the absence of relevant criminal convictions.

**4. Conflict of Interest Disclosure Statement**

Directors must avoid conflicts between their self-interest and their duty to the Board. In the space below, please identify any relationship with any organization that may create a conflict of interest, or the appearance of a conflict of interest, by virtue of being appointed to the Board.

---

---

---

**5. Knowledge, Skills, and Experience**

The board seeks a complementary balance of knowledge, skills, and experience. Please indicate your areas of knowledge, skills, and experience by completing the Skills, Knowledge and Experience section of the application.

**6. Declaration**

By submitting this application, I declare the following:

- (a) I meet the eligibility criteria and accept the conditions of appointment set out above;
- (b) I certify that the information in this application in my resume or biographical sketch is true.

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

## Application for Membership:

### Knowledge, Skills, and Experience

Please indicate your areas of knowledge, skills, and experience by checking off the relevant boxes in the table below. It is not expected that you possess knowledge, skill or experience in all the areas set out in the table. Please indicate only those areas that apply to you.

<b>Finance</b>		<b>Risk Management</b>	
<input type="checkbox"/> Basic	<input type="checkbox"/> Advanced	<input type="checkbox"/> Basic	<input type="checkbox"/> Advanced
<b>Business Management</b>		<b>Information Technology</b>	
<input type="checkbox"/> Basic	<input type="checkbox"/> Advanced	<input type="checkbox"/> Basic	<input type="checkbox"/> Advanced
<b>Human Resources Management</b>		<b>Accounting</b>	
<input type="checkbox"/> Basic	<input type="checkbox"/> Advanced	<input type="checkbox"/> Basic	<input type="checkbox"/> Advanced
<b>Government and Government Relations</b>		<b>Education</b>	
<input type="checkbox"/> Basic	<input type="checkbox"/> Advanced	<input type="checkbox"/> Basic	<input type="checkbox"/> Advanced
<b>Political Acumen</b>		<b>Research</b>	
<input type="checkbox"/> Basic	<input type="checkbox"/> Advanced	<input type="checkbox"/> Basic	<input type="checkbox"/> Advanced
<b>Construction and Project Management</b>		<b>Quality and Performance Management</b>	
<input type="checkbox"/> Basic	<input type="checkbox"/> Advanced	<input type="checkbox"/> Basic	<input type="checkbox"/> Advanced
<b>Legal</b>		<b>Labour Relations</b>	
<input type="checkbox"/> Basic	<input type="checkbox"/> Advanced	<input type="checkbox"/> Basic	<input type="checkbox"/> Advanced
<b>Strategic Planning</b>		<b>Board and Governance</b>	
<input type="checkbox"/> Basic	<input type="checkbox"/> Advanced	<input type="checkbox"/> Basic	<input type="checkbox"/> Advanced
<b>Ethics</b>		<b>Public Affairs and Media Relations</b>	
<input type="checkbox"/> Basic	<input type="checkbox"/> Advanced	<input type="checkbox"/> Basic	<input type="checkbox"/> Advanced
<b>Demographics</b>			
<input type="checkbox"/> Basic	<input type="checkbox"/> Advanced		