Canadian AIDS Society Board of Directors

General Structure

The Canadian AIDS Society is a national coalition of both regionally and provincially based organizations. This is reflected in the structure of our Board of Directors in which each of our five regions has two Directors elected as representatives, and an additional three members-at-large who have no particular regional affiliation. Through your official delegate to AGM, every member group in good standing has the right to vote on its regional representatives and the at-large positions. Elections for PLWHIV Regional Directors and the Youth Director were usually held during the PLWHIV Forum, but will be held at the Annual Meeting. Elections for Regional Directors and Members-at-Large are held during the Annual Meeting.

Position Descriptions

General Description of a CAS Board Member

The responsibility of providing a high standard of service to the membership of CAS is not one to be accepted casually. Prospective candidates should be familiar with CAS, its relationship to member groups, its mandate and operating structure.All Board members are expected to assist in the mentorship and support of the Youth Director.

Some preferred qualities of a director would include:

* knowledge of and the commitment to keep current with developments regarding HIV
* commitment to community consultation
* political astuteness
* reliability
* good people skills, works well in a team, communication skills and understanding of group dynamics
* patience
* courage and humour
* bilingualism is an asset as the Board and Society operates in both official languages
* although it is not necessary, it would be helpful if you had the support of your employer. Your work on the CAS Board will amount to 10-15 working days a year along with Committee Meetings, being called at work, etc.

Regional Director Position Description

Regional Directors of the Canadian AIDS Society agree to the general conditions of workload, lines of reporting, duration of appointment, time and travel commitment, roles, and responsibilities of all other CAS Board members.

In addition, Regional Directors:

* assume primary responsibility for communicating with and representing the concerns and issues of all CAS member groups within their particular region
* are jointly responsible, along with the PLWHIV Regional Directors, for communicating with and representing the concerns and issues of the PLWHIV community within their particular region’s CAS member group
* are accountable to the issues of their regional member groups and caucuses at the Annual General Meeting
* may be required to chair sessions of their regional caucuses
* assume an effort in communicating with all AIDS service organizations, health care organizations, and youth-based groups in their region for feedback on what is being done by/for Youth Living with HIV (YLWHIV), affected youth and youth at risk; in which to inform the PLWHIV Youth Director on a bi-monthly (every two months) basis.

### Board of Directors Nomination Form

**Submit** **nominations no later than September 17, 2018**

E-mail your nomination form to the Executive Director,Canadian AIDS Society

[gary.lacasse@cdnaids.ca](mailto:bernice.aye@cdnaids.ca)

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| --- | --- | --- |
| **Please print or type clearly.** | | |
| **NAME** | | |
| **ORGANIZATION** | | |
| **MAILING ADDRESS** | | |
| **CITY** | **PROVINCE** | **POSTAL CODE** |
| DAYTIME TELEPHONE (include area code)  ( ) | **EVENING PHONE (include area code)**  **( )** | |
| **FAX (include area code)**  **( )** | **E-MAIL** | |

1. Position sought:

2. Why are you seeking a position on the Board of Directors of the Canadian AIDS Society? What motivates you to want to be a Board Member of a national coalition of community-based AIDS Service organizations? Please limit your response to the space provided.

3. Please provide a brief resume of your accomplishments and experiences.

(a) Tell us about your experience serving on a Board of Directors, serving as a staff member under a Board of Directors and your experience serving on committees.

(b) What HIV related experience do you have and what skills will you bring to the CAS Board? (e.g., advocacy, communications, policy development).

Candidate signature Date:

**Nominees seeking any of the Regional Director or Director-At-Large positions, please have a representative with signing authority for the supporting CAS Member organization indicate their support for your nomination by completing and signing SECTION A on the following page.**

**Nominees seeking any of the Regional PLWHIV Director or PLWHIV Youth Director position, please have two persons living with HIV from your region indicate their support for your nomination by completing and signing SECTION B on the following page.**

**See below for supporting signature sections.**

**SECTION A: Regional Director or Director-At-Large Positions**

**Please have the CAS member organization supporting your nomination complete**

**section A.**

*“I certify that the information on the nomination application is accurate and that the individual named in this application has my support”*

Name of supporting CAS

Member organization

Name of Board Chair /

Executive Director

Signature of Board Chair /

Executive Director

**SECTION B: Regional PLWHIV Director or PLWHIV Youth Director**

**Please have two persons living with HIV supporting your nomination in your region complete section B.**

*“I certify that the information on the nomination application is accurate and that the individual named in this application has my support.”*

1.

PLWHIV name

E-mail Phone

PLWHIV signature Date

2.

PLWHIV name

E-mail Phone

PLWHIV signature Date