



Brain Injury Association of the Ottawa Valley

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POLICY FOR THE ELECTION OF DIRECTORS

Balance within the Board

- **The Board of Directors as a whole should be seen by the community it serves, government and the broader community as capable, experienced and well able to lead the organization.**
- **Board Members must live within the Ottawa Valley.**
- **The overall composition of the Board of Directors should be drawn widely from within the Ottawa Valley to ensure geographic and cultural diversity and a balance of perspectives.**
- **The membership of the Board of Directors and its committees should reflect a balance of skills, and expertise needed for the Board to fulfill its governance roles and responsibilities.**
- **The membership of the Board of Directors will not include individuals who are “excluded persons“ as defined by the By-Laws of the Brain Injury Association of the Ottawa Valley (BIAOV).**

Profile of a BIAOV Director

The generic qualities/personal attributes expected of all Directors include:

- **An understanding of governance and management, the roles and responsibilities of the Board and individual Directors;**
- **Personal and professional integrity and informed judgment;**
- **Ability to provide wise counsel, ask relevant questions at a strategic level and to think critically;**
- **Ability to work and communicate effectively as a Member of the team with other Members of the Board;**

- **Ability to work with other members of the Board in fulfilling stated goals;**
- **Ability and willingness to commit the necessary time to participate in Board orientation and continuing education. Board meetings, committee meetings, retreats, BIAOV events and meeting preparation;**
- **Ability to be free of actual or perceived conflicts of interest;**
- **Enthusiasm for the role and its demands;**
- **Ability and willingness to represent the BIAOV as required within the community it serves;**
- **Willingness to provide the Board in writing, within 3 months, of a decision to resign from the Board before the end of their mandate;**
- **Willingness to develop other members of the organization to assume future leadership roles within the organization;**
- **Willingness to enhance the organization's image in the community;**
- **Be a role model for other volunteers as demonstrated by the way he/she represents the organization; and**
- **Willingness to delegate responsibility within the organization.**

Board Profile

Beyond the generic qualities/personal attributes expected of all Directors as outlined in the Profile of a Director, individual Directors will be recruited and elected to bring knowledge, specific skills and experience reflecting the BIAOV needs (which will change over time) in one or more of the following areas including:

- **Business management**
- **Communications, media and public relations**
- **Community involvement**
- **Acquired |Brain Injury and other community health and social services**
- **Finance/accounting**

- **Governance**
- **Human resources**
- **Government relations**
- **Information management systems**
- **Law**
- **Procurement/contract management**
- **Quality, risk management and performance measurement.**

Election to the Board

In accordance with the by-laws of the Brain Injury Association of the Ottawa Valley, persons being elected to the Board will be members of the Association and will be elected at a General Meeting of the Association. Such persons wishing to stand for election will provide the Chairman of the Nominating Committee with a brief resume of their background experience and knowledge and a statement as to why he or she wishes to sit on the Board. In addition, such persons will present themselves before the members of the Association at a General Meeting convened to elect Directors.

Directors will be requested to acknowledge that they have read the above and are prepared to abide by the policies as stated.

Signature of Director