



Equal Voice Board Director Recruitment Information Package

Thank you for considering joining the Equal Voice Board of Directors. This document is intended to provide background information to inform your decision to stand for election to the Board.

Summary

Equal Voice is seeking expressions of interest to join its National Board. Equal Voice Board Directors serve a two-year term, renewable once. This means that half the Board is elected each year. There are seven positions to be elected in 2021:

- Director for Saskatchewan
- Director for Manitoba
- Director for Quebec
- Director for Newfoundland and Labrador
- Director for Northern Territories
- 2x Directors at large

In 2021, Equal Voice is particularly looking for Board Directors with qualifications and expertise in: Finance; Legal; Diversity, equity, and inclusion; Fundraising.

Equal Voice is actively seeking expressions of interest from potential Board Directors from equity seeking groups, including but not limited to, people who are Black, Indigenous, People of Colour, LGBTQ+, and people with disabilities.

Deadline for expressions of interest in joining the Equal Voice Board is September 6th, 2021. The Board will be elected by the membership at Equal Voice's virtual AMM on September 26th, 2021.

About Equal Voice

Founded in 2001, Equal Voice is a national, bilingual, multi-partisan not-for-profit organization dedicated to electing more women to all levels of political office in Canada. Equal Voice advocates for the equal representation of women in Canada's Parliament, in provincial and territorial legislatures, and on municipal and band councils.



Equal Voice is a member-based organization. Our members include women, men, and gender non-conforming people from every region of Canada and every political party. What brings us together is our shared goal to elect more women from every party to every level of government.

Equal Voice promotes the election of women by:

- Working with all political parties to increase the nominations of women candidates;
- Promoting electoral and other changes that would increase the numbers of women in politics;
- Conducting outreach with young women to inspire and engage them in politics as a future career choice, including through the Daughters of the Vote program;
- Encouraging women to run for office through programs such as our comprehensive, bilingual on-line campaign school;
- Raising awareness about the impact of women's under-representation;
- Celebrating women in politics; and
- Communicating and implementing Equal Voice's goals and activities through innovative programming, regional chapters, a dynamic website, regular newsletters, media releases, social media activity, and hosting major events.

Organizational Structure

Equal Voice is a member-based organization with Chapters across Canada. Chapters are run by volunteers and their work is what allows Equal Voice to have impact across the country. Equal Voice's national secretariat has a staff of 10, working from an office in Ottawa, Ontario.

About the Equal Voice Board

Equal Voice has a governance board. The primary focus of Board members is on strategic planning, financial oversight and policy development. Directors are not directly involved in programming or operational matters, which are delegated to the Executive Director.

Responsibilities of the Board:

- Engage in strategic planning and the setting of annual goals and priorities
- Ensure Equal Voice's activities align with its strategic plan
- Provide support and high level oversight to the Executive Director
- Prepare for, attend and participate in monthly one-hour virtual board meetings (teleconference or video conference), and an annual Board retreat
- Be willing to participate in at least one committee of the Board (Finance, Governance, Communications, Chapters, Fundraising)
- Act as an ambassador for Equal Voice in your region, including involvement in fundraising
- Make an annual donation in an amount that is personally meaningful and within individual means



Board Structure

Equal Voice adopted new bylaws in 2019. The Equal Voice Board now has 15 members, with the following positions.

- Four (4) Directors-at-large
- Past Chair

One Director elected from each of the following geographic areas (10 total)

- Alberta
- British Columbia
- Manitoba
- New Brunswick and PEI
- Newfoundland and Labrador
- Northwest Territories, Nunavut and Yukon
- Nova Scotia
- Ontario
- Quebec
- Saskatchewan

Each Director serves for a two-year term, renewable once. This means that half the Board positions are elected each year.

The positions to be elected in 2021 are:

- Director for Saskatchewan
- Director for Manitoba
- Director for Quebec
- Director for Newfoundland and Labrador
- Director for Northern Territories
- 2x Directors at large

Criteria to become a Board Director

- Only members of Equal Voice are eligible to seek a position on the Board of Directors. To become an Equal Voice member go to <https://www.equalvoice.ca/membership-plans>
- Directors must be residents of Canada
- In order to be elected to represent one of the geographic areas, a Director must be resident in that area. (Directors at large can be from any part of Canada.)



Note that under the new bylaws the role of Chapter Chair and Board Director are separate, and Board Directors cannot also be Chapter Chairs.

In 2021, Equal Voice is particularly seeking expressions of interest from potential Board Directors with qualifications and expertise in: Finance; Legal; Equity, diversity and inclusion; Fundraising; Political acuity.

Equal Voice is actively seeking expressions of interest from potential board directors from equity seeking groups, including but not limited to, people who are Black, Indigenous, People of Colour, LGBTQ2+, and people with disabilities. If you identify with one of the aforementioned groups, please indicate in your application, or reach out to the nominations committee to discuss.

Time commitment

Board members attend a monthly one-hour weeknight virtual meeting at 7pm EST. In addition, Board members should be prepared to spend time reviewing materials, responding to emails, and doing Committee work. In general, Board members should be willing to devote a minimum of 10 hours per month to Equal Voice work. The time commitment is expected to be higher for Chairs of Committees, and members of the Executive.

Remuneration

Equal Voice Board Directors serve as volunteers, donating their time to the organization. Reasonable out-of-pocket expenses related to travel or other Board activities will be reimbursed according to Equal Voice's policies.

Language

Equal Voice is a bilingual organization and we encourage expressions of interest from bilingual candidates, as well as from individuals who speak other languages. Board meetings and correspondence are in English.

How to join the Board

As a member-based organization, Board Directors are elected by Equal Voice members at the Annual Meeting of Members. This year's Annual Meeting will take place on September 26th 2021 at 3pm ET, via Zoom.

To express your interest in joining the Board, please complete the attached document. In summary:

- To stand for election you must be a member of Equal Voice and complete both sections of the attached application form.



- You must indicate which Board position you are applying for.
- All members of Equal Voice will receive a secret ballot to allow them to vote electronically for all Board positions. Voting will open on September 14th but it is expected that most votes will be cast during the Annual Meeting. The results of the vote will be announced at the end of the Annual Meeting.
- People interested in joining the Board are encouraged to indicate their interest as early as possible. The Chair of the Nominations Committee, Lori Lee Oates, is available to speak with interested candidates and can be reached by emailing lorileeoates@yahoo.ca.
- Applications from people seeking a seat on the Board will be accepted from July 19th, and posted on the Equal Voice website from September 7th, 2021 onwards. Biographies will be posted within five business days of receipt to allow time for translation. All Board nominees will have an opportunity to make brief remarks at the AMM. Deadline to submit an Expression of Interest form to join the Equal Voice Board is September 6th, 2021.
- Potential Board Directors may campaign for election if they wish. Upon request, and the signing of a terms of use agreement, potential Board Directors will be provided with a membership list and contact information (except email addresses) in order to campaign. Potential Board Directors may also actively sign up new members. The deadline for new members to join and be able to vote in the Annual Meeting is September 6th, 2021. Any member can participate in the Annual Meeting.

For more information, please contact:

Lori Lee Oates, Chair of Equal Voice Nominations Committee, lorileeoates@yahoo.ca

Eleanor Fast, Executive Director, eleanor@equalvoice.ca

Attachments:

- 1) Expression of interest form
- 2) Equal Voice by-laws