

# Halifax Forum Community Association Board of Directors Application Form

## Personal Information

First Name \_\_\_\_\_ Last Name \_\_\_\_\_

Address \_\_\_\_\_

City \_\_\_\_\_ Province \_\_\_\_\_ Postal Code \_\_\_\_\_

Telephone (day) \_\_\_\_\_ Telephone (evening) \_\_\_\_\_

E-mail \_\_\_\_\_

Date \_\_\_\_\_

Inclusion of appropriate representation of racially visible minorities, women and other under-represented citizens is an objective in the selection of Board members. By voluntarily providing information about yourself you will assist the selection process.

Please identify which applies to you (voluntary):

- |   |   |
|---|---|
| <input type="checkbox"/> Aboriginal Person _____      | <input type="checkbox"/> Racially visible minority: _____ |
| <input type="checkbox"/> Person with disability _____ | <input type="checkbox"/> Youth (under 25): _____          |
| <input type="checkbox"/> Gender: _____                | <input type="checkbox"/> Other _____                      |
| <input type="checkbox"/> Young Family: _____          |   |

## Expression of Interests

### 1. Please describe your interest in serving on the Halifax Forum Community Association Board of Directors.

- To represent the community
- To manage and shape the direction of a leading facility
- To contribute specific expertise and experience
- To participate in lifelong learning
- To access networking opportunities
- To contribute to career development
- To obtain personal fulfillment
- To represent a specific area or sector (i.e. sport, art, business, etc.)
- Other \_\_\_\_\_

## Experience

**2. Please check off any of the following areas where you have experience or expertise:**

### **Board Governance / Career Experience**

- |   |   |
|---|---|
| <input type="checkbox"/> Administration, management | <input type="checkbox"/> Personnel, human resources       |
| <input type="checkbox"/> Board evaluation           | <input type="checkbox"/> Policy development               |
| <input type="checkbox"/> Chairing                   | <input type="checkbox"/> Program evaluation               |
| <input type="checkbox"/> Executive roles            | <input type="checkbox"/> Public relations, communications |
| <input type="checkbox"/> Finance, accounting        | <input type="checkbox"/> Special events                   |
| <input type="checkbox"/> Fundraising                | <input type="checkbox"/> Strategic planning               |
| <input type="checkbox"/> Grant writing              | <input type="checkbox"/> Teamwork                         |
| <input type="checkbox"/> Leadership                 | <input type="checkbox"/> Volunteer recruitment            |
| <input type="checkbox"/> Legal                      | <input type="checkbox"/> Diversity and Inclusion          |
| <input type="checkbox"/> Marketing                  | <input type="checkbox"/> Other _____                      |
| <input type="checkbox"/> Outreach, advocacy         |   |

### **Sectors**

- |   |  |
|---|--|
| <input type="checkbox"/> Arts                   | <input type="checkbox"/> Government                                    |
| <input type="checkbox"/> Community service      | <input type="checkbox"/> Knowledge of different parts of the community |
| <input type="checkbox"/> Corporate and business | <input type="checkbox"/> Non-profit experience                         |
| <input type="checkbox"/> Corporate and business | <input type="checkbox"/> Program development                           |
| <input type="checkbox"/> Culture                | <input type="checkbox"/> Sport & recreation                            |
| <input type="checkbox"/> Education, instruction | <input type="checkbox"/> Other _____                                   |
| <input type="checkbox"/> Event management       |  |
| <input type="checkbox"/> Facility operation     |  |
| <input type="checkbox"/> Funding / Philanthropy |  |

**3. Do you have any previous board service, leadership, or volunteer experience?**

- Yes  No

Please list: \_\_\_\_\_

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**4. Are you presently serving on other boards or have other volunteer commitments?**

Yes  No

Please describe: \_\_\_\_\_

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**5. Are you able to dedicate an average of 4-5 hours per month for a term of a minimum of two (2) years (with an option to renew)**

Yes  No

**6. Are you a member of any group that regularly rents the Halifax Forum for a program or service?**

Yes  No

Please identify the group and your role within them:

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<b>References</b>
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**Please provide two non-related references**

1. Name \_\_\_\_\_

Relationship \_\_\_\_\_ Telephone \_\_\_\_\_

2. Name \_\_\_\_\_

Relationship \_\_\_\_\_ Telephone \_\_\_\_\_

By signing and submitting this volunteer application, I acknowledge this information is true and accurate. I authorize the Halifax Forum Community Association Selection Committee to obtain references from the individuals listed above.

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Applicant's Signature

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Date

**Please submit application to:**

**Mail:** Halifax Forum  
Board Recruitment  
2901 Windsor Street  
Halifax N.S. B3K 5E5

**Deadline:** Friday, September 16<sup>th</sup>, 2022

**Drop off:** Halifax Forum Administration Office

**Email:** Michael Cogdon  
[cogdonm@halifax.ca](mailto:cogdonm@halifax.ca)

**Enc.** a) Letter of intent  
b) Resume