



2024 Official Call for Applications College Board of Directors

The College is now seeking applications to fill **four (4) positions** for the **2024-2027** term from members or other persons who are dedicated to the College and committed to improving the standards of health leadership in Canada. We invite them to join their colleagues on the Board of Directors. The Canadian College of Health Leaders is committed to advancing diversity, equity and inclusion within our leadership and membership. We encourage and welcome applications from members who are Indigenous, visible minorities, women, LGBTQ2S+, persons with disabilities and speakers of both of Canada's official languages.

[To view a full list of current Board members.](#)

Please note that Board of Directors geographic coverage requirements are currently met. We would encourage members from all regions of Canada to apply, but the **recruitment process will include an emphasis on regions 1, 2 and 4.**

Geographical Overlay:

Region 1 (PEI/NFLD/NB/NS)

Region 2 (QC)

Region 3 (Ontario)

Region 4 (MB/SK/AB)

Region 5 (British Columbia)

Region 6 Northwest Territories, Yukon, Nunavut

The College is recruiting with a primary targeted focus on the following skill set and diversity overlays:

- Senior executive leaders
- Primary French speaker
- Financial acumen
- Inclusive, diversity, equity, and accessibility (IDEA) expertise
- Aspiring health leaders

Additional skills sets would also be welcomed with the following expertise:

- Communications and marketing
- Governance knowledge and experience across the continuum of health systems roles and settings
- Innovator/Digital Health/Health Technology
- Clinical experience background
- Accreditation Canada surveyor

The CCHL Board Governance Guiding Principles include the following:

- Provide members with an effectively and efficiently governed organization based on leading governance practices.

- Achieve a Board composition that includes a desired mix of experience, perspectives and knowledge, representing today's health system and the needs of tomorrow.
- Seek Board competencies that advance the achievement of the College's Purpose, Values and Priorities, while supporting the Strategic Plan; and
- Balance Board competencies with overlays of geography, diversity and other factors.

Please refer to the Board Member Competency Matrix (pages 4 - 6) which will guide the nomination, evaluation and appointment of new Board members.

Members and other persons who wish to apply must complete the [on-line application form](#) and include **two references** no later than **Thursday, February 22, 2024**. **Any submissions received after this date will not be considered.**

Board Nominations and Elections Procedure

The Nominating Committee will review and evaluate the applicants in accordance with applicable policies and procedures and recommend a slate of nominees to the Board of Directors. The slate of nominations is presented to the members for election at the Annual General Meeting in May.

All applicants who are not Certified Health Members **will be required to attain certification** before being considered for a second term on the Board of Directors.

Applicants will be required to attend four (4) Board meetings annually (typically March, June, October and December), participate in Board Councils/Committees and other Board functions as required (approximate time commitment 80 hours per year).

Nominees will not be eligible for election unless applications are made in accordance with the Nominating Committee's recruitment process and the procedures set out in the College By-Laws.

Please reference the following [By-Laws Articles](#):

Article VI – Section 1 a), b) – Board of Directors Duties and Responsibilities

Article VI – Section 3 – Term of Office

Article VI – Section 5 – Meetings

Article VII – Section 1 – Nominations and Evaluation Procedure

Article VII – Section 2 – Election Procedure

Questions

If you have any questions, please contact Amy O'Brien, Director, Governance and Member Engagement at aobrien@cchl-ccls.ca or 1-800-363-9056, ext. 226. Candidates must confirm with the National office that their application has been received by the deadline date.



2024 Election Schedule

February 1, 2024

Call for Applications

February 22, 2024

Deadline for on-line Applications

February 28, 2024	Between March 13 and 18, 2024	March 28, 2024	April 10, 2024	April 10, 2024	May 16, 2024
Nominating Committee will review and evaluate the applicants in accordance with applicable policies and procedures and select applications for interviews	Nominating Committee will conduct interviews and check references	Nominating Committee will bring forward nominations to the Board of Directors for approval	Selected candidates will be added to the nomination slate for the May Annual General Meeting	Official Annual General Meeting notice sent to members for May	Nominations for election presented by the Board to the members for election at the Annual General Meeting

CCHL Board of Directors Skills Matrix

Approved, November 29, 2023

1. Principles

Principles for determining CCHL Board Composition matrix framework
To provide members with an effectively and efficiently governed organization based on best practices. (Overarching principle).
To achieve a Board composition that includes a desired mix of experience, perspectives and knowledge, representing today's health system and the needs of tomorrow, while optimizing the Board's oversight role.
To seek Board competencies that advance the achievement of the College's Mission and Vision, while supporting the Strategic Plan.
To balance Board competencies with overlays of geography and diversity.

2. Competency Matrix

CCHL Competency Matrix	
1st Step Gating	
BEHAVIOURAL COMPETENCIES	Yes or No
Team Player/collaborative	
Ability and willingness to challenge and probe	
Integrity and high ethical standards in alignment with the CCHL Code of Ethics	
Mentoring abilities	
Understanding of effective decision-making processes	
Willingness and ability to devote time and energy to the role	
Values open thinking, innovator and creator	



All BOARD MEMBERS MUST HAVE	
GOVERNANCE COMPETENCIES	Possible rating 1-5
Advocacy	Ability to communicate a position to the intended audience. Passionate support and commitment to the CCHL mission and values.
Financial literacy	Ability to understand the financial position of the organization as presented in financial statement.
Governance	Experience/knowledge of governance principles and practices.
Strategic thinking/planning from a governance perspective	Ability to think critically about issues and the role of CCHL in healthcare system.
Thought Leadership	Recognize trends before they happen and apply that insight and inspire people to achieve results.
ADVANCED EXPERTISE (These skills would be reviewed each year to determine if at least one Board member requires the expertise)	
Academic/Education environment	Leader within an academic organization.
Communications & Marketing	Expertise in communications and marketing.
Financial Expert	Proven financial reporting and risk management acumen.
Government/Public Policy Knowledge	Understanding about accessing and influencing government. Knowledge of how public policy is developed.
Human Resources/Leadership Development	Experience in planning and implementing leadership development strategies in health care.
Risk/Performance Management	Think critically about operational and governance issues to ensure effective management of potential opportunities and adverse events.
Governance knowledge and experience across the continuum of health systems roles and settings.	Experience on a Board as Chair/Vice Chair and/or ICD.D or C.Dir designations. Hospital care, Long Term Care, community care, primary care, health systems planning, understanding of the global health system and environment.



Innovator/Digital Health/health technology	Expertise in the development of innovative models of health care systems utilizing digital technology.
Experience and comprehensive understanding about the CCHL	Prior successful experience as a volunteer leader within CCHL. Served on CCHL leadership -Chapter Executive, Advisory Council, Groups, Standing Committees.
Inclusion, Diversity, Equity and Accessibility (IDEA)	Experience in planning and implementing strategies intended to advance diversity and inclusion and to promote change within the healthcare system.
OVERLAY OF GEOGRAPHY AND DIVERSITY	
Geography	Consideration of distribution of membership within geographical areas.
Diversity	Reflects the diversity of CCHL's membership.
Military Member within health care	Leader within the Military health care sector
Corporate Member	Leader within the corporate sector supporting health care
Primary French Speaker	
GEOGRAPHICAL REGIONS	
Region 1	New Brunswick, Newfoundland & Labrador, Nova Scotia, Prince Edward Island
Region 2	Quebec
Region 3	Ontario
Region 4	Alberta, Manitoba, Saskatchewan
Region 5	British Columbia
Region 6	North West Territories, Yukon and Nunavut