



**YWCA**  
C A N A D A

NATIONAL ADVOCACY.  
COMMUNITY ACTION.  
UNE VOIX NATIONALE.  
DES ACTIONS LOCALES.

**Call for Applications  
Board of Directors of YWCA Canada  
2024 Recruitment Cycle**

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## **APPLICATION INFORMATION**

*Applications are due at 6:00 P.M., April 1, 2024*

### **Application Form**

**The deadline for applications is April 1, 2024.**

Interested candidates are requested to fill out the [online nomination form](#).  
Application questions are provided for applicants' review prior to filling out the form and are available in a separate attachment.

### **References**

**Note that candidates must include contact information for two references.**

At least one reference must be associated with the YWCA if the applicant has previous YWCA Experience.

### **Interview Process**

Selected applicants will be interviewed in April.

A member of the Nominating Committee will contact selected applicants to arrange interviews through the contact information provided in the application form.

Interviews will be conducted by 1-2 members of the Nominating Committee and will take place virtually through video conference calls.

## **YWCA Canada Nominating Committee**

In accordance with the YWCA Canada By-laws, the Nominating Committee is responsible for preparing a slate of names for election to the National Board which is presented at the Annual Membership Meeting (AMM) for consideration and voting. The Nominating Committee has additional responsibilities related to conducting annual surveys of National Board Members and working with the Board Chair to select Board Members for executive positions.

The Nominating Committee is a standing committee of YWCA Canada. The Chair of the Committee is a member of the National Board of Directors and is nominated to this position by the Chair of the National Board. The Nominating Committee includes five members. All five members of the Nominating Committee must have previous experience as a volunteer or staff member of YWCA Canada or a member association. These members conduct the nominating process, carry out interviews, and prepare a slate of nominees (in consultation with the National Board Chair). Current members are:

- Shifrah Gadamsetti (Chair)
- Clarice Anderson
- Ann Martell
- Jennifer Harrington
- Additional members will be confirmed at the Annual Members' Meeting in June 2024

## Board Member Selection Criteria

The Nominating Committee carries out its work in accordance with the requirements for membership of YWCA Canada in the World YWCA, as outlined in the bylaws, which stipulates that “all directors of YWCA Canada will be women,” meaning who self-identify as women, and “at least twenty-five percent of directors and of delegates to the meetings of the World YWCA will be young women.” Young women are defined as between the ages of 18-30 (inclusive) at the time of nomination.

**The Nominating Committee reviews applications with the following criteria in mind:**

Criteria	Basis and Description
<b>Diversity</b>	<p>The National Board should be reflective of the communities served by the YWCA. When assessing the composition of the National Board, the Nominating Committee will consider representation by the following groups (however this list does not limit consideration):</p> <ul style="list-style-type: none"><li>• Applicants of colour/applicants women</li><li>• Indigenous applicants</li><li>• Black applicants</li><li>• Applicants living with disabilities</li><li>• D/deaf applicants</li><li>• Blind applicants</li><li>• Applicants with low vision</li><li>• LGBTQIA2s+ applicants</li><li>• Non-binary people</li><li>• Young applicants (18-30 years old, inclusive)</li><li>• Francophone applicants</li><li>• Refugee and immigrant applicants</li><li>• Applicants with lived experiences relevant to the work of the YWCA</li></ul>
<b>Skills</b>	<p>The following skill sets are necessary for the effective governance of YWCA Canada. <i>Not all board members must have professional experience and/or volunteer dealings in these areas (listed alphabetically), but must be committed to learning and development through active participation as a Board Member:</i></p> <ul style="list-style-type: none"><li>• Anti-oppression/anti-racism knowledge</li><li>• Auditing</li><li>• Community development</li><li>• Finance and Finance Policy</li><li>• Fund development</li><li>• Gender equity issues</li><li>• Governance</li></ul>

	<ul style="list-style-type: none"> <li>• Housing and real estate</li> <li>• Human Resources</li> <li>• Legal</li> <li>• Marketing and communications</li> <li>• Policy development</li> <li>• Risk management</li> <li>• Strategic planning</li> </ul>
<b>Values</b>	<p>The following characteristics are of fundamental importance in the recruitment of new Board members:</p> <ul style="list-style-type: none"> <li>• Commitment to feminist, womanist, and/or gender equality issues</li> <li>• Directors must be committed to the achievement of gender equality and be knowledgeable about relevant issues and be prepared to support YWCA's advocacy positions.</li> <li>• Directors must be committed to volunteerism and understand the positive role of the voluntary sector.</li> <li>• The work of Board members is guided by feminist and gender equity philosophies</li> </ul> <p><i>Leadership</i></p> <ul style="list-style-type: none"> <li>• Directors must have the ability to create a vision and a capability of devising strategies towards achieving the vision</li> <li>• Directors must have the ability to work towards a long-term national perspective within a movement and membership and values-driven organization</li> <li>• Directors must be able to work collaboratively with fellow Board Members and partners</li> </ul> <p><i>Integrity and Accountability</i></p> <ul style="list-style-type: none"> <li>• Directors must have demonstrated high ethical standards and integrity in their personal, professional, and volunteer dealings, and must be willing to act on – and remain accountable for – their boardroom decisions.</li> <li>• Directors must understand the duties and responsibilities of a board of directors.</li> <li>• Directors must support anti-racism and discrimination, anti-colonialism, and anti-ableism with passion, compassion, and courage</li> <li>• Directors should contribute to a Board culture characterized by integrity, diligence, and active participation.</li> </ul>

	<p><b><i>Informed Judgment</i></b></p> <ul style="list-style-type: none"> <li>• Directors should be able to provide wise, thoughtful counsel on a broad range of issues, which might require additional learning on their behalf prior to discussion with the Board.</li> <li>• Directors should engage in a practice of continuous learning and self-reflection.</li> </ul> <p><b><i>Mature Confidence</i></b></p> <ul style="list-style-type: none"> <li>• Directors must value the performance of the Board as a whole over individual performance and should demonstrate respect for others in executing their responsibilities to the YWCA.</li> </ul> <p>Financial Contribution Directors should be willing to make a financial contribution to YWCA Canada (only in line with their means) as a demonstration of personal commitment and establishment of credibility if called upon to ask others to give.</p>
<b>Representation</b>	<p>The YWCA Canada National Board seeks to have equitable representation from the following geographic locations and demographic groups:</p> <p><b>Geographic location:</b></p> <ul style="list-style-type: none"> <li>• East and Ontario</li> <li>• West</li> <li>• North</li> <li>• Quebec</li> </ul> <p>Member Associations:</p> <ul style="list-style-type: none"> <li>• Small, medium, and large associations</li> <li>• Urban and rural locations</li> </ul> <p>Age:</p> <ul style="list-style-type: none"> <li>• 25% of board members must be aged 18-30 at the time of their nomination, as required by World YWCA.</li> </ul>
<b>Experience</b>	<p>It is preferred that applicants have some prior involvement with YWCA Canada or a member association as a staff, volunteer, or director. However, YWCA involvement is <b>not a requirement</b> to apply.</p> <ul style="list-style-type: none"> <li>• Current YWCA members must be in good standing of their respective Member Associations within Canada at the time of election to the National Board.</li> </ul>

	<p>Up to 20% of the Board can be composed of members who do not have previous YWCA experience.</p> <ul style="list-style-type: none"> <li>• Applicants without previous YWCA experience must possess experience relevant to the skills and values listed above and a strong commitment to the mission, vision, and values of YWCA Canada.</li> </ul>
<b>Conflicts of Interest</b>	National board members must not be current YWCA National Office or Member Association staff members.



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## **GENERAL INFORMATION**

*Applications are due at 6:00 P.M., April 1, 2024*

Please review this package (and the linked resources) carefully prior to submitting an application. Interested applicants can find information about YWCA Canada, the Board of Directors, the roles and responsibilities of Board Members, and the nomination and selection processes.

This package is prepared by the YWCA Canada Nominating Committee.

Any questions should be directed to the Nominating Committee Chair, Shifrah Gadamsetti ([gadamsettishifrah@gmail.com](mailto:gadamsettishifrah@gmail.com)).

### **Available Positions**

**A total of SIX positions** on the Board of Directors of YWCA Canada are currently vacant. The annual Membership Meeting (AMM) will be in June 2024. The 2024 AMM will be hosted by YWCA Muskoka at the Bayview Wildwood Resort in Severn Bridge, Ontario, from Wednesday, June 5th to Friday, June 7th.

This year, the Nominating Committee is prioritizing recruitment of First Nation, Métis, and Inuit women. Additionally, the Committee is interested in recruiting women from the North, young women, and women who can offer the following expertise.

- Finance
- Human resources
- Accounting
- Auditing
- Strategic Planning
- Governance

This list is not intended to be exclusive, and we encourage everyone who is interested in a Board position to apply.

## About YWCA Canada

Incorporated in 1893, YWCA Canada is the Country's oldest and largest multi-service organization serving women, gender-diverse individuals, and children. YWCA Canada is a charitable, voluntary organization that serves as the national coordinating body for the YWCA movement across Canada.

Our Member Associations are located in nine provinces and two territories. YWCA Canada is the nation's single largest provider of shelter and housing to those fleeing violence. YWCA Canada has acted and advocated to right injustices faced by women, children, and gender-diverse individuals in Canada through timely research, responsive projects, proactive initiatives, and relevant advocacy campaigns. YWCA Canada's informed advocacy aims to:

- End gender-based violence
- Implement national childcare
- Achieve economic equality
- End homelessness for women, gender-diverse individuals, and children

YWCA Canada is strongly committed to equity in its policies, practices, and programs.

### The National Board of Directors

The Board of Directors of YWCA Canada is responsible for the oversight of the national organization and for the development of strategic plans to achieve YWCA Canada's mission. These plans are presented to the member associations for approval and drive the work of the organization.

### Structure

- The National Board has between 11 and 15 directors. They are elected by the membership at the Annual Membership Meeting (AMM).
- Each member of the Board of Directors holds office for a four-year term. If interested, they are able to serve two terms, totalling eight years.
- All directors must be members of a YWCA Member Association. If applicants are not currently members, they can register for membership when they are nominated to the National Board of Directors.
- **Applicants do not need to reside within a specific geographic proximity of a Member Association in order to apply.**



## Governance

YWCA Canada is a federated organization.

Our members are YWCA associations—membership-based organizations that operate as independent entities. All YWCA Member Associations are autonomous and governed by a local board of directors. YWCA Canada is a member association of the World YWCA, a global movement working for women's empowerment, leadership, and rights in more than 120 countries and 20,000 local communities.

YWCA Canada is governed by policies established by the World YWCA by-laws and our Canadian Member Associations and administered by a Board of Directors elected by Member Associations.

## Time Commitment

The Board of Directors of YWCA Canada requires a substantial time commitment. At a minimum, nominees should be prepared to meet the following commitments:

- **Prepare for and attend two face-to-face meetings annually** (running Friday evening, all day Saturday, and ½ day Sunday). These usually take place in Toronto on the third weekend of November and the third weekend of February. **Transportation, accommodations, and meals are paid for by YWCA Canada.**
- **Prepare for and attend the Annual Membership Meeting (usually 4 days), held in early June, hosted by a Member Association.** The Board also holds its own meetings during this time. Transportation, accommodations, and meals are paid for by YWCA Canada.
- **Prepare for and participate in Board conference calls** (about 8/year, 2 hours in duration).
- **Participate in at least one committee or task force.** This requires additional time for meetings, preparation, and reporting. Additionally, after one year of onboarding, each board member is expected to chair a committee or take on an executive position on the board.
- Self-directed learning and reading.
- Frequent digital communication.
- Outreach to and being a resource for regional Member Associations.

## Values and Commitment to Learning

Feminist and gender equity philosophies inform the work of the National Board. The National Board engages in education and development sessions on an ongoing basis. This often includes participating in workshops facilitated by subject matter experts and completing individual reading/research prior to planned group discussions. Candidates should be committed to respectfully engaging in these efforts, learning, reflecting and growing alongside fellow board members.

## Important Policies and Documents

**It is recommended that applicants review the following material before applying for nomination to the National Board.** This will assist applicants in better understanding the roles and structures of the National Board, the expectations of individual Board members, and the current priorities for Board work:

- [YWCA Canada Annual Reports](#)
- [National Office Anti-Harassment Policy](#)
- [YWCA Canada Mutual Respect Protocol](#)

## Support for New Board Members

The National Board is aware that joining a new board can be challenging and supports new board members by:

- providing orientation packages that include information about bylaws, constitutions, committee information and responsibilities of board members. This is to be reviewed prior to the first National Board meeting in September (held online).
- scheduling an orientation session at the first in-person meeting (in November), which includes a presentation and opportunities to ask questions.
- designating an existing board member to provide mentorship and support throughout the first year of service.