

NSEF Board of Directors' Nominations Process

A goal of the NSEF Board of Director's Strategic Priorities - ORGANIZATIONAL EXCELLENCE AND SUSTAINABILITY - is to have a strong Board with an effective work structure and succession plan. One of the ways we support this priority is to perform periodic reviews of our by-laws and policies. As a result, the Nominations Committee has developed a robust application process, as delegated by the Board. The NSEF Board-approved process provides more detail to and about the applicant. The new application also states that candidates will be reviewed by the Nominations Committee and a slate of successful candidates be put forward for vote at the NSEF AGM (this practice is also utilized by EC, BC, AB and Manitoba). This review is considered critical (and is common practice for sport and not-for-profit authorities like Volleyball NS and NS Lung Assoc.) for organizations to fulfill their moral, legal, and ethical responsibilities to all those they reach, including members, employees, and volunteers. The benefits of such a review include:

- Better matching of candidate skills and experience to the needs of the organization and Board;
- To ensure that conflicts of interest do not affect the quality and safety of programs and services offered by the NSEF;
- To reduce the risks and liability for both members, employees and volunteers.

As a result of this nomination process, the committee is able to ensure that all candidates presented to the membership are qualified and evaluated using a consistent criteria and process as outlined in the Candidate Application Package statement. Electing candidates to the NSEF Board is still, and has always been up to you, our member!

Vacancies

In 2020, there will be six (6) Directors elected, as per Bylaw Article 33:

Position	Term
Director of Clubs	1 Year
Director of Industry	2 Years
Director of Education	2 Years
Director-at-large	3 Years
Director-at-large	3 Years
Director-at-large	1 Year (vacancy)

Term Limits: Per Bylaw Article 33

The Board of Directors shall be comprised of Adult Individual Members of the Federation, elected by the membership as follows:

To preside for a two-year staggered term, not exceeding two consecutive terms, a) Director of Competitions b); Director of Education; c) Director of Recreation d); Director of Equine Industry e). To preside for a three-year staggered term, Six (6) Directors at Large – whereby, at each AGM, two (2) Directors- at-large are elected;

f) **At a club meeting prior to the Annual General Meeting** (either in person or conference call) a Director representing Member Clubs will be nominated to serve on the NSEF Board of Directors. The Nominee must first be endorsed by his/her representative club. The newly nominated Director will be on the slate of Nominees for Election by the members at the AGM and will preside in this position for a one-year term.

Competency of Nominees

All nominations shall be reviewed by the Nominations Committee. The Nominations Committee shall provide the Members with a list of candidate Directors, taking into consideration the required skills and diverse needs of Nova Scotia Equestrian Federation and the community it serves and a balance of new and experienced directors. If possible, the list of candidate directors shall exceed the number of vacant positions by at least one and at most double the number of vacant positions. No candidate may be eligible for election as a director unless such candidate has been reviewed by the Nominating Committee.

Eligibility: Per Bylaw Article 34

Any Voting Adult Member in Good Standing of the Federation shall be eligible to be elected a Director of the Federation.

Nominations

Nomination of an individual for election as a Director shall be sub-mitted to the Nominations Committee by a current NSEF member in good-standing, in accordance with Nova Scotia Equestrian Federation's nomination policies, procedures and timelines. The Nomination shall include a written confirmation by the candidate expressing a willingness to stand for office and a detailed profile of the candidate. Please note that portions of each successful candidate application may be used by the Board to promote an applicant to the general membership. All applications will be destroyed following the presentation of the slate of candidates to the membership.

Candidate Application Package

Candidate application packages must include the following items to be considered by the Nominations Committee:

1. Letter of Interest (max. 1500 words) including why you would like to serve on the NSEF Board, and the value you would bring to the Board and organization;
2. CV (maximum five (5) pages) must include contact information, education, work experience, volunteer/community service experience, language skills; CVs will be publicly circulated to the Nominations Committee. Please consider personal/confidential information within your CV before submitting with your Candidate Application Package;
3. Social Media profiles (optional);
4. Completed Director Nomination and Acceptance Form
5. Photograph

Please submit your completed Candidate Application Package by 4:00 p.m. Friday October 9, 2020 to:

Nova Scotia Equestrian Federation

5516 Spring Garden Rd Floor 4, Halifax NS B3J 1G5

ATTN: Kris Foley Nominating Chair

or via email

nsef@sportnovascotia.ca

2020 BOARD OF DIRECTORS NOMINATION APPLICATION

Nomination and Acceptance Form

Name of Nominee

NSEF#

Nominated By

NSEF #

Dear Nominations Committee,

I hereby apply as a candidate for Director on the Nova Scotia Equestrian Federation Board. I certify that I support the Vision and Mission of Nova Scotia Equestrian Federation. I will accept nomination, will serve if elected, and agree to support and be bound by Nova Scotia Equestrian Federation's policies.

I wish to be considered a candidate for the NSEF Board position _____.

I understand and agree that all election results will be made public.

I certify that I satisfy all requirements for directors of non-profit corporations, including those under the Canada Not-for-Profit Corporations Act. I authorize Nova Scotia Equestrian Federation to verify the accuracy of my application and agree to cooperate and complete such documents as may be reasonably requested by Nova Scotia Equestrian Federation to confirm the accuracy of any information contained herein.

I certify that, to the best of my knowledge, the information I have provided in this application is true, accurate, and complete.

Signature

Print Name

Date