

## ESPC Board Recruitment 2022

### Frequently Asked Questions (FAQ)

We have collected the questions we are asked most frequently during our annual Board recruitment process below to assist interested candidates in deciding to apply and in preparing their application. Please do not hesitate to contact [info@edmontonsocialplanningcouncil.ca](mailto:info@edmontonsocialplanningcouncil.ca) for more information.

#### 1. What is the mission, vision and work of the Edmonton Social Planning Council?

*The Edmonton Social Planning Council's vision and mission are:*

- **Vision:** A community in which all people are full and valued participants.
- **Mission:** Through rigorous research, detailed analysis, and community engagement, we deepen community understanding of social planning issues, influence policy, and spark collaborative actions that lead to positive social change.

*The Council advances its vision and mission through work in a wide variety of areas:*

- Undertaking **social research** on policy decisions impacting people living in low income situations.
- Increasing **awareness** by disseminating knowledge about trends and issues affecting our communities
- **Advocating** specific policy positions to decision makers
- **Collaborating with and building capacity** in other organizations
- Serving as a **social issues' hub** for non-profit agencies, government staff, academics and researchers, and others.

#### 2. What is the size of the Board of Directors?

*The Board of Directors consists of 8 to 12 members from the greater Edmonton community. Board members are appointed by the Council's membership each year at an Annual General Meeting held in the spring.*

#### 3. What is the term of appointment and the maximum length of service?

*Board members are appointed for a 2-year term of office. Board members are eligible to serve a maximum of three (3) consecutive terms for a total length of service of six (6) years.*

#### 4. What types of skill sets and experience is the Board looking for during the 20212 recruitment?

*A wide variety of backgrounds, skill sets and perspectives are valued on the Council's Board of Directors, including governance, policy development, financial knowledge, legal expertise, risk management experience, among many others.*

*All Board members are expected to be:*

- Committed to supporting the ESPC and its mission to address and research social issues, inform public discussion, and influence social policy
- Current members of the Edmonton Social Planning Council in good standing

## 5. What are the expected time commitments for a member of the Board of Directors?

*The Board of Directors meets monthly for 10 months of the year (July/August are excluded) on the second Tuesday of the month. Monthly meetings are approximately 1.5 to 2 hours and require additional preparation to review materials e-mailed out seven days in advance.*

*In addition to full Board meetings, all members are expected to serve on one Board standing committee. Each standing committee sets its own meeting schedule based on its annual work plan and goals for the year.*

## 6. What are the Board's standing committees?

*The work of the Board is supported by three standing committees:*

- *The **Policy & Governance Committee** provides the Board of Directors with guidance on matters pertaining to policy development as well as strengthening governance. It reviews and provides recommendations to the board on objects, by-laws, the strategic framework/plan and other policy documents of the organization.*
- *The **Finance & Audit Committee** provides the Board of Directors, as well as the Executive Director where appropriate, with timely guidance and recommendations on budgetary and financial matters to support the overall financial wellbeing and stability of the organization.*
- *The **Membership and Engagement Committee** is a committee that is responsible for areas that include member engagement, fund development and providing advice on raising the Council's visibility and profile.*

*The Board also forms ad-hoc committees to complete specific tasks within discrete timelines.*

## 7. What is the process and timeline for Board recruitment in 2022?

*To apply, please complete and submit the [required application form](#) along with a current resume and a brief biography to [info@edmontonsocialplanning.ca](mailto:info@edmontonsocialplanning.ca). The deadline for the ESPC to receive applications is **11:59 pm MST on Monday, April 4, 2022**.*

*All applications will be reviewed by the Board Recruitment Committee. Informal interviews are slated for early to mid-April 2022. Recommendations will be approved by the full Board prior to submission to the membership at the next Annual General Meeting in May (exact date to be confirmed).*

*Nominations by an ESPC member in good standing are also accepted from the floor at the AGM. The nominee(s) from the floor may be asked to present their qualifications and commitment to the ESPC's mission and answer inquiries from the floor prior to a vote by the ESPC membership.*

## 8. How is the ESPC and Board responding to COVID-19?

*We are currently abiding by public health restrictions and meeting virtually. As restrictions will be lifted and vaccinations are issued, we will re-assess whether to resume in-person Board meetings.*

*If you have any barriers or impediments that may impact your ability to participate in virtual meetings, please let us know and we will figure out an accommodation for your needs.*

## 9. Are there other opportunities to volunteer with the ESPC?

*Yes, we have additional volunteer opportunities with our organization. For example, you could volunteer with a Board standing committee or we also have opportunities for those interested in research activities.*

*If you have questions about other volunteer opportunities, please contact [info@edmontonsocialplanning.ca](mailto:info@edmontonsocialplanning.ca).*

**10. I have more questions! Who can I contact?**

*Simply send an e-mail to [info@edmontonsocialplanning.ca](mailto:info@edmontonsocialplanning.ca) to be connected with the Membership and Engagement Committee.*