



# MIDAYNTA COMMUNITY SERVICES

## Board of Directors Nomination Form

Please send us your resume by e-mail: [info@midaynta.com](mailto:info@midaynta.com)

1992 Yonge Street, Suite 203,  
Toronto, ON M4S 1Z8

**DUE BY JANUARY 17<sup>TH</sup>, 2011 AT 04:30 PM**

Name of Nominee \_\_\_\_\_

Address \_\_\_\_\_

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

Phone Work (\_\_\_\_\_) \_\_\_\_\_ Home (\_\_\_\_\_) \_\_\_\_\_ Fax (\_\_\_\_\_) \_\_\_\_\_

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

Occupation/Employer \_\_\_\_\_

(Circle one)

**Member Organization Nominee**

**Individual Member Nominee**

1. Please list current and/or prior non-profit board (or other leadership) experience [include organization, dates, & your role]:
2. What skills and experience do you bring to the board? Please feel free to add any that are not listed here. Also feel free to elaborate on any item.

### Accounting/Finance

Reading and interpreting financial statements

Bookkeeping skills

Filled out T3010A (annual tax return)

Accounting Certifications (i.e. CGA)

Other \_\_\_\_\_

### Legal

Educated as attorney

Practicing attorney

Self taught knowledge of law (from experience)

### Personnel

Served on personnel committee

Helped draft personnel policies

Served as Executive Director of non-profit

Supervised employees

Evaluated employees

### Fundraising

Grant writing

Special event

Asking individuals for money

Getting in-kind donations

Other \_\_\_\_\_

### Non-profit

Work(ed) for non-profit organization

Acted as trainer/facilitator

Planning or evaluation experience

### Miscellaneous

PR or Marketing experience \_\_\_\_\_

\_\_\_\_\_

\_\_\_\_\_

Attended Dismantling Racism Training

Attended other diversity training(s)

Other \_\_\_\_\_

\_\_\_\_\_

3. Have you ever helped with a charitable giving campaign in your workplace or any other place? If yes, please elaborate.
4. Midaynta Community Services needs to raise money from its member organizations, individual's members, community, foundations, governments, and business. Do you have contact in any of these groups who can help us our fundraising campaigns? If so, please elaborate.
5. Midaynta Community Services (Midaynta) is committed to the goals of freedom from racial discrimination, harassment and vilification in its work place and in the course of serving the community. Midaynta strive to ensure that individuals and groups are not disadvantaged in any way because of their race, sex, colour, nationality, religion, descent /ethnic or national origin.

Midaynta Community Services is often asked about our board diversity when filling out grant applications. In addition, we would like our board to be as diverse as possible. Your willingness to share this information is helpful to us. Please self-identify in as many areas as you are comfortable. **If you would like any of this information to be kept confidential, please indicate below.**

Ethnicity ( \_\_Keep confidential)

Sexual Orientation ( \_\_Keep confidential)

Age ( \_\_Keep confidential)

\_\_\_\_\_

\_\_\_\_\_

\_\_\_\_\_

Gender ( \_\_Keep confidential)

Other ( \_\_Keep confidential)

\_\_\_\_\_

\_\_\_\_\_

6. Participation: In order to be successful, we need your participation in our work.

I can commit to:

Attend minimum of eight (8) Board meetings per year (some weekend)

Attend the annual Membership Meeting

Stay for the full day (Board Strategic planning meetings usually on weekends Sat or Sun from 10 am to 4pm)

Join a committee that meets minimum four times a year.

Help raise money for Midaynta Community Services

Make a personal donation (of size) to Midaynta Community Services

I can attend the **Thursday January 27, 2011** – Annual General Meeting.

I understand that as a board member I am expected to attend 8 board meetings per year & the annual membership meeting. If I must miss a board meeting I will inform the Midaynta chair of the board prior to the meeting. I understand that if I miss more than 2 meetings in 1 year, I may be asked to step down.

**For Member Organization Only**

I understand that I am nominating this person to work for the benefit of Midaynta Community Services and not represent our organization.

\_\_\_\_\_  
Signature of nominee

Date

\_\_\_\_\_  
Signature of Board Chair

Date

**Please attach your updated resumes for the nominee.**

**RETURN NOMINATING FORM(BY January 17<sup>th</sup>, 2011) TO:** Mahad Nur, Secretary of the Board: Fax 416-440-3379; E-mail: [info@midaynta.com](mailto:info@midaynta.com)  
Mailing Address: 1992 Yonge Street, Toronto, Ontario M4S 1Z8



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The responsibilities of the Board shall include the management, direction and control of the activities, affairs and property of Midaynta Community Services, and shall include the following powers and duties:

***Policy Administration:*** Ensure that Community Shares operates within its by-laws. Help propose by-laws revisions. Recommend and implement policies, which, in turn, determine the organization's purpose, principles, functions and activities. Exercise final decision-making power over committee activities and recommendations.

***Evaluation and planning:*** Regularly monitor organizational activities, including operations and committee work. Engage in strategic planning and Board Development.

***Media and Public Relations:*** Interpret the work of Midaynta Community Services to the public based on thorough knowledge and understanding.

***Personnel:*** Hire and oversee the Executive Director. Participate in an annual evaluation of the Executive Director (done by the Executive Committee). Create and approve all policies. Participate in recruitment and ongoing development of Board and committee members.

***Finance:*** Oversee all accounting and financial matters. Authorize and approve annual budget. Be responsible for monitoring all organization expenditures.

***Fundraising:*** Advise and assist in fundraising efforts. Ensure adequate Fundraising activities to fund Midaynta Community Services.

***Membership:*** Approve or deny admission to member applicants. Help monitor active member groups and remove members if necessary.

***Others:*** Perform all other duties that are inherent in or appropriate to the Board of Directors, except for those, which have been specifically reserved for Membership in these Bylaws.

In addition board members work to support social change in the City of Toronto. Specifically to support those organizations that are working to eliminate the social, economic, cultural and political barriers that keep people from fully participating in society.

### **Midaynta Community Services is seeking board members:**

- Who are diverse in terms of race, gender, age, ethnicity, disability and sexual orientation, but with special emphasis on achieving racial diversity;
- Who regularly attends board meetings having spent sufficient time in preparation to become informed about matters before the meeting;
- Whose familiarity and experiences fairly represents the various types of issues or causes which are represented and advocated by Midaynta Community Services
- Who have expertise in matters such as law, accounting, public relations, finance, fundraising and any other areas that the Board deems valuable to assist it in its stewardship of the organization.
- Who contributes to attracting the funding for the organization needs to achieve its mission.
- Who undertakes committee/special assignments as required.