



ELECTION TO CHCA BOARD OF DIRECTORS

The Canadian Home Care Association (CHCA) is dedicated to ensuring the availability of accessible, responsive home care so that people can safely stay in their homes with dignity, independence, and quality of life. Our vision is an integrated home and community-care system that provides seamless patient—and family-centred care that is accessible, accountable, evidence-informed, and sustainable. Through our diverse membership base, the CHCA represents public and private organizations that fund, manage, and provide services and products in the home and community.

BOARD MEMBER RESPONSIBILITIES

The CHCA Board of Directors is responsible for the governance and strategic direction of the association, ensuring that CHCA remains responsive to national priorities and continues to support evidence-informed policy and practice improvements. Board members are critical in advancing CHCA's vision of accessible, responsive, and high-quality home care by guiding key initiatives and engaging with stakeholders across the health system. To support the Association, Board members are responsible for:

- Establishing policies and strategic directions that guide CHCA's initiatives.
- Serving as a liaison with CHCA members to ensure representation.
- Representing CHCA to external partners and stakeholders.
- Providing advisory input on CHCA projects and initiatives.
- Participating in all Board meetings to ensure active governance and decision-making.
 - Attend three (3) Board meetings per year (face-to-face and/or teleconference).
 - Participate in designated events and initiatives as required.

The term of office for all Directors is two (2) years, renewable to a maximum of four (4) consecutive years.

ELECTION PROCEDURES

For sectors with multiple CHCA member organizations, a nomination and voting process will be conducted.

- Interested individuals must submit a nomination form and a biography outlining their background, experience in home care, and relevant skills.
- Sector members will vote to elect their representative to the CHCA Board.

For jurisdictions with one single membership, the provincial or territorial member organization will undertake a nomination and appointment process.

- The appointed representative must be an employee of the provincial organization, a subsidiary, or an affiliated provider organization operating within the provincial structure and must be a member in good standing.
- Candidates must complete the attached form, including a short biography outlining their background, experience in home care, and relevant skills.

All candidates and their nominators must be members in good standing of CHCA.



BOARD OF DIRECTORS NOMINATION FORM

CANDIDATE INFORMATION

Name: _____

Organization: _____

Address: _____

Telephone: _____ Email: _____

NOMINATOR:

Organization: _____

Member's Name: _____

Telephone: _____ Email: _____

CANDIDATE'S BIOGRAPHY

Nominees must submit a biography (maximum 250 words) that outlines their background, skills, and experience relevant to the Board position. This nomination form will not be considered complete without a biography.

CANDIDATE'S CONSENT

I, the undersigned, a member in good standing, hereby consent to serve as a Director on the Board of the Canadian Home Care Association if appointed or elected.

Signature: _____ Date _____

SUBMISSION

Please return this form and the Candidate Biography by [insert deadline] to chca@cdnhomecare.ca with the subject line: CHCA Board Member Selection Committee.