

**February 22, 2017**

CESBA is accepting applications to fill vacancies on its Board of Directors.

Appointments to the CESBA Board are made by the Board on recommendations from the Nominating Committee, using a transparent set of criteria. The term for all positions is three years, starting in the fall of 2017, and is renewable once. The Board meets five times a year and all CESBA Board members participate on behalf of the CESBA membership and not on behalf of their employer or any organization. Board members are expected to display a combination of the following attributes:

- Commitment to linking with the CESBA membership. Understanding that each Board member represents a diverse group of people and must therefore be willing to understand that diversity.
- Ability to think in terms of systems and context – to see the big picture. Each Board member is at the table to represent CESBA as a whole organization.
- Interest in and capability to discuss the values underlying the actions taken by the organization.
- Ability and willingness to deal with vision and the long term, rather than day-to-day details.
- Ability and willingness to participate in deliberation while respecting the opinions of others.
- Willingness and commitment to honour Board decisions.
- Commitment not to make judgments in the absence of previously stated criteria.
- Sufficient autonomy and flexibility in schedule in order to attend meetings.
- Willingness to read Board meeting documents prior to Board meeting.

Consideration is given to those nominees who have experience administering programs in adult and continuing education (A&CE). In addition, being sufficiently versed in policy governance would be an asset.

#### APPLICATION PROCESS

To apply for a CESBA Board position, please complete, scan and email the documents listed below to [info@cesba.com](mailto:info@cesba.com).

1. The attached Application form;
2. Provide a one-page letter describing how you can contribute to CESBA (knowledge, skills and abilities you bring to the board) and your experience working in A&CE.

For inquiries about nominations to the CESBA Board, please contact CESBA Nomination Committee Chair Deborah Cook at [Deborah.cook@yrdsb.ca](mailto:Deborah.cook@yrdsb.ca).

### APPLICATION FORM 2017

PLEASE PRINT

**Applicant's Name:** \_\_\_\_\_  
Surname First Name Initial

**Applicant's Title:** \_\_\_\_\_

**School Name/Board:** \_\_\_\_\_

**School Address:**

\_\_\_\_\_  
Street City/Town Postal Code

Applicant's Telephone Number: (\_\_\_\_) \_\_\_\_\_ - \_\_\_\_\_

Applicant's Email: \_\_\_\_\_

**Nominated by:** \_\_\_\_\_

**Nominator's School Address:**

\_\_\_\_\_  
Street City/Town Postal Code

Nominator's Telephone Number: (\_\_\_\_) \_\_\_\_\_ - \_\_\_\_\_

Nominator's Email: \_\_\_\_\_

**Nominator's Signature:** \_\_\_\_\_

**Nominee:**

I, \_\_\_\_\_, accept this nomination.

Nominee's Signature: \_\_\_\_\_

Supervisor's Name: \_\_\_\_\_

Signature of Support: \_\_\_\_\_

Please forward nomination forms to [bbeaupre@cesba.com](mailto:bbeaupre@cesba.com).  
**NOMINATIONS MUST BE RECEIVED NO LATER THAN 4:00 PM ON FRIDAY, APRIL 28, 2017.**  
Candidates will be contacted by the chair of the nomination committee.  
For information regarding CESBA, visit our website at [www.cesba.com](http://www.cesba.com).