



## 4-H BC PROVINCIAL COUNCIL APPLICATION PACKAGE

### 4-H BC Provincial Council Application Package 2024 – 2026

4-H BC is accepting applications for the 4-H BC Provincial Council Community Board Member Position.

#### About 4-H BC

4-H BC’s vision is to support the development of empowered, and skilled young people committed to making positive change in their communities. This is fostered through project and program work, experiences with their 4-H club members and leaders and their participation in district, regional and even provincial programs. The mission of 4-H BC is to build awareness of agriculture, inspiring, educating and supporting youth to reach their full potential.

#### Positions for Election:

1 Community Board Member Position (2024 – 2026 - 2 Year Term)

#### Application & Election Schedule

<b>March 6 2024</b>	Deadline to Submit Application Form
<b>Mid March 2024</b>	Voting Period
<b>End of March 2024</b>	Announcement of Results

#### Submit Application To:

The application form and confirmation of eligibility form must be complete to be considered. Please submit a complete application forms by email before the deadline to be considered for the position.  
**By Email:** [mail@4hbc.ca](mailto:mail@4hbc.ca) (Note: Please include “Provincial Council Community Member Application” as the subject line)

#### Contents of the Application Package

**This application package includes the following:**

- Outline of Time Commitment Required, Election Process & Experience Valuable to the Position
- Application Form
- Confirmation of Eligibility Form

#### Questions

If you require any additional information about the opportunity, please contact:  
Lorna Kotz - 4-H BC Provincial Council President  
Phone: 250-503-4600  
Email: [lkotz@shaw.ca](mailto:lkotz@shaw.ca)

## Outline of Time Commitment Required, Election Process & Experience Valuable to the Position

### Time Commitment Required

#### Meetings & Reimbursement

Meeting	Location	Date
Bi-Monthly Provincial Council Meetings	Online	Mar 14, Aug 8, Dec 12, 2024
Bi-Annual In Person Council Meetings	4-H BC Office Vernon BC	May 24-26 and Oct 4-6, 2024
4-H BC Annual General Meeting	Online	April 6, 2024
Committee Meetings	Online	Specific Dates Determined by Committee

Preparation for and attendance at eight meetings a year.

Preparation and attendance by teleconference at committee meetings as required.

Time requirement is estimated at 15 to 20 days per year which includes travel to meetings and meeting preparation.

Reimbursement is provided for travel, meals, and accommodations to the two in-person Provincial Council Meetings.

#### Term of Office

Directors shall hold office for a two-year term; are eligible to serve three consecutive terms and are eligible for re-election after an absence of one term.

#### Election Process

Once the application period has ended, complete and successfully submitted applicants will be presented to 4-H BC Provincial Council members for an electronic vote. Answers to the interest in the position questions and a short personal bio will be included in the election package for voting members consideration. No private or personal information, besides your name will be included in election packages. In the event of a tie a second “run off” election will be held. The Chair of the Board Development Committee will reach out to nominees to communicate the result of their nomination. The results of the election will be announced to the membership at the Annual General Meeting.

Individuals are not required to be nominated for the Community Board Member Provincial Council position. Interested individuals can apply for the position by completing the Application and Confirmation of Eligibility Forms below.

#### Skills, Competencies and Experience Valuable to the Position

Skills, competencies or experience in business, financial acumen, legal knowledge, entrepreneurship, charitable practices, strategic planning, fund development and/or networking.

Experience with 4-H or skills and experience within the youth serving sector an asset but not required.



# 4-H BC PROVINCIAL COUNCIL APPLICATION PACKAGE

## Application Form - Community Board Member Position – 4-H BC Provincial Council

Please complete the application form below. A complete application package should include the following

- A resume or CV outlining your relevant experience
- A short bio and answers to the Interest in Position Questions for Online Election Profile
- Signed Confirmation of Eligibility Form
- A Criminal Record and Vulnerable Sector Check
  - A link and further details on how to complete the criminal record and vulnerable check will be sent out once your application has been received
- An interview with a 4-H BC representative
  - Information regarding the interview process will be sent out once your application has been received

### Candidate Contact Information

Name: \_\_\_\_\_

Mailing Address: \_\_\_\_\_

Town/City: \_\_\_\_\_

Postal Code: \_\_\_\_\_

Phone Number(s): \_\_\_\_\_

Email Address: \_\_\_\_\_

### References

Please list two references below:

#### First Reference:

Name: \_\_\_\_\_

Relationship to individual: \_\_\_\_\_

Phone: \_\_\_\_\_

Email: \_\_\_\_\_



# 4-H BC PROVINCIAL COUNCIL APPLICATION PACKAGE

## References

### Second Reference:

Name: \_\_\_\_\_

Relationship to individual: \_\_\_\_\_

Phone: \_\_\_\_\_

Email: \_\_\_\_\_

## Interest in the Position Questions

Questions can be answered on an additional page if needed.

Please include a short bio introducing yourself below.

What drives your interest in contributing to the 4-H BC program as a Provincial Council Member?

How would you use your skills, knowledge, and life experience to fulfill your responsibilities as a council member and contribute positively to 4-H BC?

## Confirmation of Eligibility Form

I certify that I am not disqualified from acting as a director under the provisions of subsection 44 of the BC Societies Act, the test of which is set out as follows:

### Persons Qualified to be Directors

44 (1) A person is qualified to be a director of a society only if the person is an individual who is at least 18 years of age.

(2) Despite subsection (1), an individual who is 16 or 17 years of age is qualified to be a director of a society if provided for in the regulations.

(3) An individual is not qualified to be a director of a society if the individual is:

1. (a) Found by any court, in Canada or elsewhere, to be incapable of managing the individual's own affairs,
2. (b) An undischarged bankrupt, or
3. (c) Convicted in or out of British Columbia of an offence in connection with the promotion, formation or management of a corporation or unincorporated entity, or of an offence involving fraud, unless
  - (i) The court orders otherwise,
  - (ii) 5 years have elapsed since the last to occur of
    1. The expiration of the period set for suspension of the passing of sentence without a sentence having been passed,
    2. The imposition of a fine,
    3. The conclusion of the term of any imprisonment, and
    4. The conclusion of the term of any probation imposed, or
  - (iii) A pardon was granted or issued, or a record suspension was ordered, under the Criminal Records Act (Canada) and the pardon or record suspension, as the case may be, has not been revoked or ceased to have effect.

**By signing below, you are agreeing to complete the following ahead of the online election process.**

A criminal record and vulnerable sector check

An interview with a 4-H BC representative

**I have read the above, understand the roles and responsibilities as well as qualifications outlined in this document and wish to let my name stand for election.**

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Candidate Signature

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Date