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**SQUASH CANADA**

**2021 NOMINATION FORM FOR ROLE OF VP FINANCE**

***(December 2021 to June 2023)***

This information will be used for the purpose of your consideration by the Nominating Committee for the Vice President – Finance role on the Squash Canada Board of Directors.

Please return the nomination form and a copy of your résumé **no later than 11:59 EDT on November 28, 2021** to:

Dan Wolfenden

Executive Director, Squash Canada

46 Chatham Gardens

Nepean, ON K2J 3M4

e-mail [dan.wolfenden@squash.ca](mailto:dan.wolfenden@squash.ca)

In addition, it is the candidate’s responsibility to ensure that the following two documents are received in written or electronic form by the same deadline date and to the Squash Canada Executive Director as outlined above:

1. In accordance with Article 4.5 of the [Squash Canada By-Laws](https://squash.ca/wp-content/uploads/2011/07/Squash-Canada-Bylaws-2014-2015.pdf), nomination of an individual for election as the President, Vice-President Finance or Director-at-Large must include a letter of support by a Provincial and Territorial Association Member.
2. A written letter of recommendation by someone that has known the candidate for at least 5 years and can attest to their professional experience and skills.
3. **PERSONAL INFORMATION OF CANDIDATE**

Name

Address

No. Street Unit #

City Province Postal Code

Tel. Nos.

Email

…/2

1. **DIVERSITY (Optional. This information is to assist Squash Canada in achieving its diversity, equity and inclusion objectives and will not be disclosed outside the Nominating Committee and current Board)**

Please check if you are a Francophone ☐

Please check if you are bilingual (English/French) ☐

Please check if you are an Indigenous person ☐

Please check if you are a person with a disability ☐

Please check if you identify as a visible minority ☐ Please specify (optional):

Please check if you are from the LGBTQI2S community ☐

Please check if your status may be classified as ‘low socioeconomic’ ☐

Please check if you are a New Canadian ☐

Please check if you identify otherwise as a minority ☐ Please specify (optional):

1. **SUMMARY OF EXPERIENCE**

**CAREER** (List your 3 most recent positions of employment)

**BOARD EXPERIENCE** (not-for-profit, for-profit))

**INVOLVEMENT IN COMMUNITY** (Local, provincial, national; list your 5 most significant contributions)

**INVOLVEMENT IN SPORT/SQUASH COMMUNITY** (Local, provincial, national, international; list your 5 most significant contributions)

**OTHER** (i.e. achievements, awards)

☐ Please attach a résumé for use by the Nominating Committee during its deliberations.

1. **EXPERTISE**

Please identify your areas of expertise that you would be able to bring to Squash Canada.

*Please rate your skill level by marking an x beside the box that, in your estimation, best applies Level of Expertise*

|  |  |  |  |  |
| --- | --- | --- | --- | --- |
|  | *Leading/* | *Good/* | *Little/* |  |
| *Advanced* | *Developing* | *None* |  |
| Senior Executive Leadership | ☐ | ☐ | ☐ |  |
| Sports - Athlete | ☐ | ☐ | ☐ |  |
| Sports - Coaching | ☐ | ☐ | ☐ |  |
| Sports – Management | ☐ | ☐ | ☐ |  |
| Knowledge of the Canadian Sport System | ☐ | ☐ | ☐ |  |
| Knowledge of the Sport of Squash and of Squash Canada Programming | ☐ | ☐ | ☐ |  |
| Human Resources | ☐ | ☐ | ☐ |  |
| Communication & Stakeholder Relations | ☐ | ☐ | ☐ |  |
| Financial Literacy | ☐ | ☐ | ☐ |  |
| Risk Management, Oversight | ☐ | ☐ | ☐ |  |
| International Sports or Business | ☐ | ☐ | ☐ |  |
| Strategic and Business Planning | ☐ | ☐ | ☐ |  |
| Corporate Governance | ☐ | ☐ | ☐ |  |
| Information Technology (digital/cyber) | ☐ | ☐ | ☐ |  |
| Sales and Marketing | ☐ | ☐ | ☐ |  |
| Not-for-profit Board Experience | ☐ | ☐ | ☐ |  |
| Corporate Board Experience | ☐ | ☐ | ☐ |  |
| Professional Accounting or Financial Designation | ☐ | ☐ | ☐ |  |
| Legal | ☐ | ☐ | ☐ |  |
| Innovation | ☐ | ☐ | ☐ |  |
| Revenue Generation | ☐ | ☐ | ☐ |  |
| Event Staging/Management | ☐ | ☐ | ☐ |  |
| Bidding & Hosting | ☐ | ☐ | ☐ |  |
| Government Advocacy & Lobbying | ☐ | ☐ | ☐ |  |
| International Relations and Diplomacy | ☐ | ☐ | ☐ |  |
| Professional Qualifications (MD, PhD, MBA, Sport science degree) | ☐ | ☐ | ☐ |  |

Please briefly elaborate on your areas of expertise.

1. **STATEMENT OF INTEREST**

Please provide a brief statement below as to why you wish to run for the position, your prospective contribution to delivering the Squash Canada mission, along with your personal objectives should you be elected.

1. **BACKGROUND INFORMATION**

Squash Canada must comply with the Canada Not-for-profit Corporations Act and Article 4 of its [By-Laws](https://squash.ca/wp-content/uploads/2011/07/Squash-Canada-Bylaws-2014-2015.pdf). It is also imperative that Squash Canada provides a positive and safe environment for all those working and volunteering with the organization. It is also critical for the protection of the reputation of Squash Canada that the directors meet certain threshold criteria.

Please read the following declarations carefully and if required provide full details. If you are in any doubt, please include all relevant details and declare all matters, regardless of whether they have previously been brought to Squash Canada’s attention and regardless of whether they occurred in Canada or elsewhere.

* + I am 18 years of age or older;
  + I have not been declared incapable by a court in Canada or in another country;
  + I do not have a criminal record;
  + There are no criminal proceedings pending against me;
  + I am not currently under sanction of two (2) years or greater pursuant to the World Anti-Doping Code or Canadian Anti-Doping Program Rules;
  + I have not been subject to any administrative order or penalty of any administrative authority or commission and there is no such order, penalty or proceeding pending;
  + I have not been held liable in a civil proceeding in connection with any matter involving allegations of fraud, theft, deceit, misrepresentation, conspiracy, breach of trust, breach of fiduciary duty or allegations of similar misconduct and there are no such proceedings pending;
  + I have not been involved in any bankruptcy or insolvency proceedings, voluntary or otherwise, against me as a debtor in any jurisdiction within the past six years preceding the date of this Nomination Form and I am not currently an undischarged bankrupt;
  + I am not aware of any conflict of interest or other reason that would preclude me from being considered for nomination as a director of Squash Canada;
  + There is no additional information which should be brought to the attention of Squash Canada that might call into question my ability to serve effectively as a director of Squash Canada or might otherwise negatively reflect on Squash Canada;
  + I agree that I am fully responsible to ensure that I communicate any changes to any information, as listed above and otherwise as soon as I become aware of them.

If you are in any doubt, please check the “No” section and provide all relevant details.

* Yes, the foregoing statements are correct.
* No, the foregoing statements are not correct. Please be advised that:

If there are changes to the information in the future, please advise Squash Canada (to the attention of the Executive Director) immediately, in order to keep our documentation current.

1. **ACKNOWLEDGEMENT AND UNDERTAKING**

* By submitting this Nomination Form, I agree to obtain and provide Squash Canada with a criminal background record check should Squash Canada so request. In addition, I consent to Squash Canada undertaking a criminal background check and agree to comply and provide any required information to obtain such criminal background record check.
* I do hereby declare to the best of my knowledge and belief that the information I have provided on this Nomination Form is true.

Candidate Signature:

Date: