

## Volunteer Director for the North Simcoe Family Health Team

The North Simcoe Family Health Team provides education and medical care to all patients in our community. We are a multi-disciplinary community health care team that includes Nurses, Nurse Practitioners, Mental Health Workers, Registered Dietitians, Kinesiologist and Occupational Therapist.

We are presently seeking individuals with strong governance and leadership experience, priority given to someone with legal experience, to join our Board of Directors.

### **Our mission is:**

Helping you be the healthiest you

### **Our vision includes:**

Opening doors to exceptional healthcare for all

### **We hold these values:**

- *Mutual Respect*
- *Your decisions and choices*
- *Accountability*
- *Teamwork*

We are looking for skilled individuals to support the governance mandate of our organization. Experience and knowledge in at least one of the following areas is required:

- Senior leadership experience
- Governance in a non-unionized environment
- Specialized knowledge in law (priority), human resources or finance
- Knowledge of Ontario's health-care system

We are seeking individuals who are strongly aligned with our mission, vision and values and can play an important role in helping us continue to develop and grow as we strive to meet the needs of our patients and community. Board members must have strong communication strategic and critical thinking skills, along with a vested interest in our community.

The North Simcoe Family Health Team Board of Directors meets on a quarterly basis with occasional additional meetings as required. Following an initial orientation process, the time commitment would be approximately 12 to 15 hours per year.

Benefits to participating on our Board and contributing to the growth of North Simcoe FHT include:

- An opportunity to learn more about primary care and the interdisciplinary FHT model.
- A chance to work with a progressive organization where your expertise can make a difference.
- An opportunity to learn more about board governance.
- Networking with other professionals who share your values.
- Personal and professional growth.

To learn more about our organization please go to <https://nsfht.ca/>

Note: this is a volunteer position.

Please submit your CV with an expression of interest to Andrew Shantz, Executive Director at [ashantz@nsfht.ca](mailto:ashantz@nsfht.ca)

While we appreciate all interest in this opportunity, only candidates selected for an interview will be contacted.

## Job Description

### Board of Director – General

### North Simcoe FHT Mission, Vision & Values

**Mission:**

Helping you be the healthiest you

**Vision:**

Opening doors to exceptional healthcare for all

**Values:**

Mutual respect

Your decisions and choices

Accountability

Teamwork

**Position Description:**

The Board supports the work of the North Simcoe FHT and provides oversight, leadership and stewardship of the organization. While day-to-day operations are led by the Executive Director, the relationship of the Board and the Management team is a partnership, and appropriate involvement and commitment of the Board is both critical and expected.

**Responsibilities and Accountabilities:**

- Loyalty to the corporation, the mission, vision and values
- Exercise the powers and discharge the duties of the office honestly, in good faith and in the best interest of the corporation
- Exercise the degree of care, diligence and skill that a reasonably prudent person would exercise in comparable circumstances
- Regular attendance at and participation in Board and Committee meetings
- Actively participate with other Board members to accomplish the responsibilities of the Board and fulfill the duties of ad hoc committee work as required
- Build a collegial working relationship with other Board members and the Executive Director
- Participate in Board orientation, committee orientation, Board retreats and Board education sessions and with the Ontario Health Team Initiative.
- Knowledge of and compliance with relevant organizational policies and procedures including but not limited to Board Code of Conduct, Board Conflict of Interest Policy, Board Confidentiality Policy
- Positively represent the North Simcoe FHT and the OHT in the community which includes to all patients, partners, stakeholders, staff and any other member who the director may encounter
- Participate in board evaluations and annual performance reviews including the Executive Director and Medical Director

- Contribute to effective governance through;
  - Reading materials in advance of meetings and coming to meetings prepared to contribute to discussions
  - Offering constructive contributions to board and committee discussions
  - Contributing special expertise and skills
  - Demonstrating respect for other board members and staff
  - Respecting the decision of the majority of board members
  - Respecting the role of the board chair

### **Accountability**

A director's responsibility is to the corporation. The director is not solely accountable to any special group or interest and shall act and make decisions that are in the best interest of the North Simcoe FHT.

### **Board Term**

Each Director shall hold a 3-year term with ongoing membership as described within the by-laws.

### **Qualifications:**

- A commitment to and understanding of the North Simcoe FHT mission, vision and values
- Personal qualities of integrity, respect for the organization and other Board members and staff, and professionalism
- Extensive professional experience with executive leadership accomplishments in medicine, business or community development
- Diplomacy and an ability to cultivate relationships, facilitate partnerships, build consensus
- The ability to attend virtual meetings as necessary

Service on the Board is without remuneration.

### **Administrative Duties**

- Attend and report regularly to the Board and at the Annual Meeting.
- Advise the Board with respect to concerns related to their respective Director position

### **Skills Matrix**

All Directors should:

- Embrace the shared vision, mission and values of the organization
- Be known for their honesty and integrity
- Be able to admit to mistakes and learn from them
- Embrace and lead change
- Be a team player; can follow as well as lead
- Be a constructive, creative problem solver
- Have critical thinking skills
- Be objective

**North Simcoe FHT Director Positions:**

1. Governance
2. Quality Assurance
3. Finance
4. Human Resources
5. Law
6. Research