

## A Special Invitation Volunteer Board and Committee Members

Kitchener Downtown Community Health Centre/Sanctuary Refugee Health Centre (the Health Centre) has a volunteer Board of Directors comprised of 13 members that provide governance oversight using a Policy Governance Model. We are seeking Board Members for upcoming vacancies, as well as Committee Members. Currently the Board governs through the following Committees:

- Executive
- Governance
- Finance & Audit

For over 20 years, the Health Centre has provided a broad range of services aimed at improving the health of individuals and the wider community. These services address the social determinants of health and include: medical care, health promotion, illness prevention and community capacity building.

We are one of over 100 Community Health Centres across Ontario, which focus on five service areas: Primary Care, Illness Prevention, Health Promotion, Community Capacity Building and Service Integration, within the Broad Determinants of Health Framework. Our priority populations include the homeless and precariously housed, new Canadians and refugees, isolated seniors, and those with low incomes.

Our expertise and resources are focused on working with those who experience health inequities and barriers to accessing health services. The Health Centre works with the most complex client population served by primary health care professionals within Waterloo Region. Collaborating as an interdisciplinary team, we provide services and supports that address socioeconomic factors and barriers such as substance use, language and culture, as well as stigma and social exclusion.

We strive to recruit members with a range of skills and diverse backgrounds. If you are interested and would like to become a Board or Committee Member, please apply by completing the following application and forwarding it along with a letter indicating your interest/experience and a resume to:

**Cathy Halley, Executive Assistant to the CEO**  
**Kitchener Downtown Community Health Centre**  
**44 Francis Street South Kitchener, ON N2G 2A2**  
**or by email to [challey@kdchc.org](mailto:challey@kdchc.org)**

For additional information about the Health Centre, we invite you to visit our websites at [www.kdchc.org](http://www.kdchc.org) and [www.sanctuaryrefugee.ca](http://www.sanctuaryrefugee.ca)

### *Kitchener Downtown Community Health Centre*

#### *Vision*

*Optimal Health for Our Communities*

#### *Mission*

*We serve, support, and empower our communities in their health journey*

### *Sanctuary Refugee Health Centre*

#### *Vision*

*Enable refugee newcomers “to move past the worst of what humans do to each other, the human spirit, the willingness to become part of this country, to do something great here”.*

#### *Mission*

*Provide trauma informed, culturally sensitive and appropriate patient centred health care and support to refugee newcomers through the transitions of resettlement.*

# *Kitchener Downtown Community Health Centre Board Application Form*

*To be completed by Applicant*

**Name of Applicant:**

resume attached

**Phone:**

**E-mail:**

**Please indicate below what your background is in the following areas (these reflect the Board Composition Matrix)**

<b>Health Centre Board Desired Attributes and Competencies</b>	<b>Description by Candidate or Applicant of how you meet <b>some</b> or all of these criteria</b>
<ul style="list-style-type: none"> <li>• Committed to the Health Centre’s Mission, Vision and Values, Purpose, Best interests</li> <li>• Commitment to equity and inclusion</li> <li>• Organizational change experience</li> <li>• Previous governance experience</li> <li>• Ability to focus on outcomes and results</li> <li>• Strategic thinker</li> <li>• Representative of equity seeking groups/organizations</li> <li>• Broad understanding of Canadian social fabric</li> <li>• Committed to participate collaboratively and effectively</li> <li>• Ability to commit time and effort</li> </ul>	
<ul style="list-style-type: none"> <li>• Community health or social service experience with diverse groups served by the Health Centre as well as others (please specify which groups)</li> <li>• Experience with organizations that that serve clients impacted by the Social Determinants of Health in urban/rural/northern areas (specify where)</li> <li>• Experience in Quality Improvement</li> <li>• Knowledge/experience with accreditation</li> <li>• Research or evaluation experience</li> </ul>	
<ul style="list-style-type: none"> <li>• Marketing/communications knowledge</li> <li>• Financial management</li> <li>• Risk management and quality oversight</li> <li>• Regional health and social services planning/funding</li> <li>• Legal</li> <li>• Experience with policy governance</li> </ul>	

<b>Health Centre Board</b> <b>Desired Attributes and Competencies</b>	Description by Candidate or Applicant of how you meet <b>some</b> or all of these criteria
Please describe any personal perspectives on diversity you might bring as a new member of this board.	

**Please add any further comments about how your skills and experience would benefit the Health Centre Board:**

**Please indicate why you are interested in this position:**

**Please attach your resume**

**Applicant Declaration**

**Personal Commitment:**

- Board members are expected to be involved in at least one committee or task group (there are three standing committees: Executive Committee, Governance Committee and Finance/Audit Committee, and they meet virtually, monthly approximately 2 hours each.
- Total meeting commitments range from 5 to 7 hours per month including committee work.

I can commit to the time required and am interested in furthering the vision, mission and values of the Health Centre.

Signed (Candidate Signature):

Date:

Candidate Name (Please Print):

Please return the completed form by email to:  
**Cathy Halley**  
**Kitchener Downtown Community Health Centre**  
**44 Francis Street South Kitchener, Ontario**  
**N2G 2A2 Tel: (519) 745-4404 Ext 237**  
[Email: challey@kdchc.org](mailto:challey@kdchc.org)