

Regent Park Community Health Centre

Board of Directors Seeking New Members



INTRODUCTION

The Regent Park Community Health Centre ("RPCHC") Board is looking to fill upcoming board and board committee vacancies. **Applications will close on Friday August 22nd and will be considered on a rolling basis.**

CURRENT BOARD RECRUITMENT PRIORITIES

We are currently seeking to fill 2 board vacancies as well as identify potential members to serve on our Board committees (i.e. Finance, Governance, and Quality).

The RPCHC Board is seeking various qualified candidates. **Given the existing board complement and existing organizational priorities, we are particularly interested in candidates with some demonstrated history of board governance and/or significant volunteer experience, and expertise in one or more of the following areas:**

- Financial management with a particular interest in health system experience
- Performance and quality management in healthcare settings
- Human resources management and diversity, equity, and inclusion expertise
- Communications, public affairs, and government relations
- Fundraising, resource mobilization and partnerships

In addition to the above, we are always interested in potential candidates in the Regent Park community (as a resident and/or someone with significant ties to the community). Similarly, we continue to be motivated to find candidates that reflect our diverse communities and lived experiences.

The RPCHC Board will accept applications from candidates who do not have the above experience; however, the above have been identified as priority areas for current recruitment.

ABOUT THE RP CHC BOARD

The RPCHC Board is a governance board. The Board is not directly involved in operational decisions and matters, or other decisions that have been properly delegated to staff.

This document contains information about the RPCHC as an organization, the Board of Directors, the responsibilities and time commitments of each board member, specific details about each board committee and the application and selection process.

We encourage you to visit our website www.regentparkchc.org for more information.

Thank you for considering volunteering with RPCHC as a Board Member!

ABOUT THE REGENT PARK COMMUNITY HEALTH CENTRE

Regent Park Community Health Centre (RP CHC) was established in 1973. It is a non-profit, community-

based organization dedicated to improving the health of Regent Park area residents and the community, by providing high quality, integrated primary health care services, health promotion services and community capacity building. Our priority is to reduce the health inequities experienced by low-income, immigrant & refugee, non-status and marginally housed & homeless populations.

MISSION

Providing comprehensive health and community services that remove barriers and improve lives.

VISION

Equitable health outcomes and social justice for the communities we serve.

VALUES

- **EQUITY/SOCIAL JUSTICE**
We oppose discrimination and oppression everywhere, in all their forms.
- **RESPECT AND DIGNITY**
We value, accept and include all individuals for who they are.
- **ACCESSIBILITY**
We commit to responsive, culturally safe, and stigma-free services.
- **EXCELLENCE AND INNOVATION**
We embrace effective practices and create novel solutions to improve services.
- **ACCOUNTABILITY**
We are responsible for the resources entrusted to us. We commit to act ethically and with integrity.
- **COMMUNITY OWNERSHIP**
We embed community engagement and decision making at all levels.

ABOUT THE RPCHC BOARD OF DIRECTORS

RPCHC is governed by a Board of Directors elected from our membership. The Board meets generally 8 times per year and has an Annual General Meeting (AGM) where the membership and the community are invited and encouraged to attend. For a list of current board members please see:

<http://www.regentparkchc.org/about-us/governance>

Remuneration

Directors of the RPCHC Board do not receive any remuneration. This is a volunteer position.

Terms of Service

Each Director is elected to hold office for a two-year term and may be eligible for re-election three successive times. No Director shall hold elected office for more than eight (8) years in succession.

Board Committees

The Board has several committees designed to provide it with advice. The committees are chaired by a member of the Board but may include other volunteers. These committees include:

- Quality committee – providing advice and leadership so the Board has a strategic plan in place and is working toward it while maintaining the vision of the organization;

- Governance committee – providing advice and leadership to help the Board be successful in its job of governing, including recruiting and nominating new Board members;
- Finance committee – providing advice and oversight on financial matters to ensure the Health Centre has secure funding and financial oversight of the Pathways to Education™ Regent Park program;
- Executive Committee – comprised of Officers of the Board.

Board Meetings

The Board meets generally 8 times per year and has an Annual General Meeting (AGM), typically held in September. Additionally, the Board holds an annual retreat to discuss strategic issues for the upcoming year. Presently, Board meetings are held virtually; however, we expect that a hybrid model of working may be introduced in the coming months, depending on public health best practices.

CANDIDATES FOR THE RPCHC BOARD

Individual Time Commitment

Board members can expect to commit to approximately 6 to 8 hours on average per month, with some months being busier than others. Board members are expected to:

- Attend regular meetings of the Board of Directors. The Board meets generally 8 times a year. Meetings are typically held at 5:30pm on the final Tuesday of the month. Meetings are typically 2.5 hours in length. Board members are encouraged to attend in person, but teleconference facilities are available if physical attendance is not possible;
- Attend an annual retreat;
- Attend the Annual General Meeting typically held in September in the community; and,
- Participate in at least one Board Committee. Board committees meet four to twelve times per year (meeting frequency depends on the type of committee and the issues facing that committee in any given year). Meetings are typically 1-2 hours in length.

Expectations and Responsibilities

- Take on Board leadership responsibilities as requested and when appropriate;
- Advocate for the RPCHC work and mission in your own network and circle of influence;
- Remain independent and act personally, and not as a representative of any group or organization;
- Identify and declare any conflict of interest or potential conflict of interest;
- Comply with all Board policies;
- Be informed of agenda items, read material in advance and contribute knowledgeably to the discussion and decisions of the Board;
- Be informed about RPCHC policies, programs, services, and the needs of the community and RPCHC constituents;
- Effectively apply knowledge, experience and expertise to issues confronting the RPCHC
- Develop an understanding of Board governance and risk management strategies; and,

- Directors are not directly involved in operational decisions and matters, or other decisions that have been properly delegated to staff.

Conflict of Interest

Directors shall take care to ensure that they identify, avoid and take steps to guard against even the appearance of a conflict. A Director or a Board committee member is encouraged to discuss any outside business activity with the Chair of the Board or Board committee that could create a potential conflict. All Directors are asked to sign a conflict-of-interest form and are asked to declare any conflicts at the beginning of all meetings.

Board Recruitment, Application and Timeline

Applications and questions may be submitted to the Executive Assistant to the Executive Director, Bola Opere, at BolaO@regentparkchc.org by August 22, 2025. Interviews of shortlisted candidates will be conducted in late August. New Board Members will be confirmed by mid-September.

Please submit a resume and cover letter containing a statement of interest (of no more than 2-pages), explaining why you are interested in being considered for appointment to the RPCHC Board

THANK YOU

Thank you for your interest in the Regent Park Community Health Centre Board. Should you require further information, please contact Executive Assistant to the Executive Director, Bola Opere.