



Dear Applicant,

On behalf of the Board of Directors of Community Care Northumberland and Ed's House Northumberland Hospice Care Centre Foundation, we wish to express our sincere appreciation for your application and your interest in serving on our Board of Directors.

We are grateful for your willingness to contribute your leadership, expertise, and commitment in support of our mission. Effective governance is fundamental to the success and sustainability of our organization, and the Board of Directors plays a critical role in providing strategic oversight, stewardship, and accountability in service to the community.

Your interest reflects an alignment with an organization that is firmly rooted in the community and guided by a long-standing commitment to compassionate, high-quality care. Community Care Northumberland has built a strong foundation through collaboration with clients, families, volunteers, partners, and donors, all working together to support individuals and families across the region.

We are also entering an important and exciting period of transition and growth. The organization will soon embark on the development of a new strategic plan, which will help guide future service delivery and strengthen our ability to respond to evolving community needs. The Board will be instrumental in shaping this direction and supporting the organization through this next phase.

Thank you for your interest in Community Care Northumberland and Ed's House Northumberland Hospice Care Centre Foundation, and for your consideration of Board service. We appreciate the time and thought you have invested in your application and look forward to reviewing your submission.

Sincerely,

Jordan Prosper
Chief Executive Officer
Community Care Northumberland

Elaine Azzopardi
Chair, Board of Directors
Community Care Northumberland

Stephen Beauchamp
Chair, Board of Directors
Ed's House Northumberland Hospice Care Centre Foundation



Board of Director Application Form

Our Mission:

To connect our communities to the support, service, and care they need throughout their lifelong journey.

Our Vision:

A community where people experience connection and well-being.

Our Core Values:

Relationships: we enter each relationship with care, ensuring equity, respect, and collaboration.

Accountability: we approach our work with integrity while balancing the voices of the people, community, and funders.

Community: we are engaged partners and together we celebrate our strengths and respond to the needs of our community.

Compassion: we deliver meaningful services supporting dignity and belonging through empathy, collaboration and inclusivity.

Name: _____

Home Address: _____

Home Phone: _____ **Email:** _____

Work Address (if applicable): _____

Work/Cell phone: _____

Profile: Community Care Northumberland wants to ensure that its Board of Directors has the necessary skills and experience to govern the organization. Please provide some brief information below to help us in meeting these objectives.

Let us know your areas of knowledge, skills, and experience by checking off any of the relevant boxes in the table below.	Level of Skill*		
	Basic	Intermediate	Advanced
Board and Governance			
Building/Plant Operations			
Client Advocacy			
Client, family member, caregiver of Community Care services			
Community Engagement (communications/marketing)			



CommunityCare
NORTHUMBERLAND

	Basic	Intermediate	Advanced
Financial and Business skills			
Fundraising/Donor Relations/Capital Campaigns			
Government and Government Relations			
Health Care - administration and policy			
Health Care – direct service delivery			
Human Resources			
Information and Technology			
Knowledge of health system needs, issues, trends			
Knowledge of the Non-profit/charitable sector			
Legal			
Quality and Risk Management			
Strategic Planning			
Volunteer Management			
Diversity, Equity & Inclusion Training			
Please Include any skills not Identified:			

***Basic skills may include practical experience, informal learning, general knowledge etc. Advanced skills may include significant past experience (e.g. 3+ years) or certifications/designations (e.g. CA Chartered Accountant)**

In what Municipality do you feel most knowledgeable or most familiar about?

- Municipality of Brighton _____
- Municipality of Port Hope _____
- Municipality of Trent Hills _____
- Cramahe Township _____
- Municipality of Hamilton Township _____
- Town of Cobourg _____
- Municipality of Alnwick/Haldimand _____
- Other _____



What CCN program area do you have knowledge and expertise in? (check any or all that apply)

	General Knowledge	Specific CCN Experience
Nutrition Services (<i>Meals on Wheels, Community Dining</i>)	_____	_____
In Home Services (<i>Hospital to Home programs, Home Help & Maintenance, Personal Distress Alarms, Respite, Caregiver supports</i>)	_____	_____
Transportation Services	_____	_____
Wellness Services (<i>Friendly Visiting, Telephone Reassurance, Exercise and Falls prevention classes, Wellness Workshops</i>)	_____	_____
Hospice Services (<i>Volunteer Visiting, Grief and Bereavement, End of life care</i>)	_____	_____
Fundraising & Special Events	_____	_____

Brief Biographical sketch (or resume): Please provide a brief outline about your work and community experiences, your qualifications, experiences, and the reasons why you wish to serve on the Board of CCN as a Director.

Applications will be reviewed by the Nominating Committee. Successful candidates will be required to complete a criminal/vulnerable sector check. If you have questions regarding this application please direct them to Tina Stephens, Executive Assistant to the CEO, Community Care Northumberland at 705-653-0955 or by email: t.stephens@commcare.ca, or Fax – 705-653-0932.

Please send completed application information to Tina Stephens at the contact information above.