



EDMONTON NEIGHBOURHOOD WATCH PROGRAM SOCIETY

RECRUITMENT OF NEW BOARD OF DIRECTORS

To ensure the success of the *The Edmonton Neighbourhood Watch Program Society* (“ENW”), has stated it is critical from both a governance and fundraising perspective to establish the leadership of the organization. This briefing outlines the considerations for the Board Recruitment process.

Mandate of the The Edmonton Neighbourhood Watch Program Society

The Edmonton Neighbourhood Watch Program Society is a not for profit organization that has been established with a single purpose, to support the Members and Representatives within Edmonton and Community.

The Edmonton Neighbourhood Watch Program Society Board is a governing Board of valued volunteers.

Authority

Board Members work both individually and collectively in managing The Edmonton Neighbourhood Watch Program Society’s affairs through the Business Plan and Strategy Plan in conjunction with its policy and budget. The Board Member acts on the Board’s behalf in accordance only with Board’s motions and policy guidelines and only as requested and in accordance with Board’s resolutions with respect to representation of the organization. The Board is committed to excellence in governance and strategic processes, and to undertaking the unique role of a Board of Directors in a community-based not-for-profit organization. The Board structure therefore reflects the society’s accountability to the community-at-large by demonstrating the society is a good stewardship.

As a heterogeneous board one composed of individuals with a variety of skills, perspectives, backgrounds and resources — promotes creativity and innovation, and yields differing voices that can play an important role in accomplishing the society’s mission and vision, and increasing understanding of stakeholder and community needs. In building a strong and respected organization that is relevant to the sector, it is imperative that a knowledgeable, engaged and inspired Board of Directors be in place to effectively lead the organization.

Mission and Vision

The Vision of the Society is “Safer Communities by Working Together in Crime Prevention”
The Mission is to build safer communities through the provision of crime prevention information and the support of neighbourhood level programs that encourage awareness, education, inclusion and participation. Striving for a world where everyone feels safe in their communities.



Recruitment and Appointment of Board of Directors: ENW is responsible for the appointment of the Board of Directors, and those Directors will serve at the pleasure of the appointing body.

The Board is committed to excellence in governance process, and to undertaking the unique role of a Board of Directors in a community-based not-for-profit organization. The Board structure therefore reflects the society's accountability to the community-at-large while raising awareness on crime prevention.

The Board has a HR and Governance Nomination Committee in the recruitment process to fulfill the mission and vision of the organization.

The Edmonton Neighbourhood Watch Program Society Board of Directors Competency Requirements

Exceptional not-for-profit boards recognize that diversity is essential to the organization Board of Directors for its success. They see the correlation between mission, strategy, and board composition, and understand that establishing an inclusive organization starts with establishing a diverse and inclusive board.

This goal is accomplished by considering the following criteria during the selection process:

- People willing to donate the time and energy necessary to perform director role effectively;
- Persons who do not have a conflict of interest;
- Persons passionate crime prevention and those who understand and appreciate the importance of volunteering;
- Persons capable of working positively and cooperatively with other directors, and staff;
- Persons with visibility/credibility in all communities we serve, and who are perceived as community leaders who will inspire support and generate confidence in governance; and
- Persons committed to playing an advocacy role and who will support directly and indirectly fundraising and awareness efforts.

The Board is committed to "excellence" as an underlying theme in its mandate and practices. As such, the Board is skills-based, and will possess a balance and range of specific skills, expertise and experience.

The Board must also reflect the demographics (age and gender) and geographical locations of the communities served by the organization.

Gender: reflecting the community at large, there should be a relative balance in the gender of Directors;

Age: while expertise and experience are key factors in determining the suitability of potential Directors, in an effort to better reflect the needs of the community and the diverse populations served by ENW, there needs to be diversity in the age of Directors;



Ethnic Background: Alberta is an ethnically diverse province, and this diversity is reflected in both those who are served by the organization. For this reason, there needs to be a variety of ethnic backgrounds on the Board to broadly represent that of the community at large.

Directors are required to work as a team, think critically and strategically, be committed to ethical standard, possess integrity, wisdom and judgment, and be passionate about crime prevention.

Recruitment Process

1. Advertisement of the recruitment of the Board of Director Positions will be provided via email to the ENW Ambassador Representatives, Volunteers, Community Leagues; and when necessary to Businesses, Partners
2. The posting of recruitment and process will be provided on the ENW Website
3. All applicants **must** provide a Cover Letter and Resume
4. The Recruitment Committee will assess the most suitable candidates to identify the applicants whose qualifications most closely fit the profile
5. Candidates who have the skills required will be considered and be contacted for an interview
6. At the end of interviews those that are being considered will be requested for Reference Checks and Police Information Checks
7. It may be possible to request a second round of interviews
8. The interview panel will recommend the most suitable slate of candidates to the Board for their approval
9. The Board will then make a formal motion of their approval for the appointment of the new Board of Directors
10. Once a final decision is made based on the process, the successful applicant will be contacted for possibly a second interview, if necessary
11. Once the new Board Members are appointed by a Motion; the new Board of Directors at the next Annual General Meeting will be formally ratified



12. A comprehensive orientation plan outlined will ensure the new Directors are knowledgeable and well informed to commence their term and actively contribute to the ENW Board of Directors. To facilitate the transition of the new Directors to the Board it is essential that each Director is fully orientated on all aspects of ENW; its mandate and role, objectives and priorities, and the structure and organization of the Board of Directors
13. Prior to the AGM the list of appointees and brief bios will be posted on the website
14. Option is given at the Annual General Meeting to the members in attendance if they have any questions on the selected members prior to ratification