Board of Funeral Services
District Election 2012 - Nomination Form

District member for _____ District

Only original Nomination Forms are accepted; no fax or photocopies will be accepted.

Nominee:

First Name	Middle Name	Last Name	# Licence Number

Street address*	City	Province	Postal Code

( )	( )	
Daytime phone	Alternate phone	Email

*Election results will be mailed to the address above.

Nominee: Have you been found guilty or convicted of an offence under any law or are there any charges pending against you? (This includes those instances where a conditional or absolute discharge or pardon has been ordered or granted.) *Highway Traffic Act* offences are excluded. (Check Yes or No.)

☐ **Yes** ☐ **No**

If you answered **YES,** provide details of any conviction(s) and/or charge(s), (i.e. date and nature of conviction, and a copy of the incident report or disclosure brief. All candidates must submit a criminal record check prior to the election.

_____

_____

- ✓ I am a member in good standing and meet the **Qualifications for Nominee** as set out on the reverse.
- ✓ I believe that I possess the **Board Knowledge and Experience** as set out on the reverse.
- ✓ I declare that I will be able to make the commitment of time required of a Board member.
- ✓ I understanding that while sitting as a board member my first duty is to the Board and its best interests.
- ✓ I understand that pursuant to the election protocol, disciplinary action is grounds for removal from the Board.

Signature of Nominee _____ Date _____

Nominators: There must be two (2) nominators.

- ✓ I, a **Nominator** undersigned, being a member in good standing and meeting the **Qualifications for Nominators** as set out on the reverse, hereby nominate the **Nominee** set out above to stand for election to the Board of Funeral Services.
- ✓ I currently personally know the **Nominee** and believe the **Nominee** possesses the **Board Knowledge and Experience** as set out on page two.

	Nominator #1	**Nominator #2**
First name:	_____	_____
Last name:	_____	_____
Licence number:	_____	_____
Signature:	_____	_____

Board of Funeral Services, 777 Bay Street, Suite 2810, Box 117, Toronto, Ontario, M5G 2C8
Toll Free: 1 (800) 387-4458 Facsimile: (416) 979-0384

Qualifications for Nominees:

A member is eligible for nomination if the member,

(a) is entitled to vote in the election;

(b) in the case of a member who is a funeral director, has not been found guilty of professional misconduct or incompetence by the Discipline Committee during the five years immediately preceding the election; and

(c) was not elected to the Board in the two regular elections immediately preceding the election and is otherwise able to complete his or her term of office.

Board Knowledge and Experience

To better fulfil its mandate, the Board believes that every member should:

- Possess a positive orientation for public interest initiatives
- Provide credible broad perspectives on issues relating to the matters of the Board
- Encourage diversity within the Board and the sector
- Provide strong participation that strives for excellence and supports consensus-building
- Take a governance-focussed approach to Board responsibilities
- Demonstrate a willingness to support BOFS's mandate and vision, i.e. consumer protection
- Be able to identify conflicts while carrying out duties as a Board member
- Be able to act solely in the best interests of the Board and not represent personal interests while carrying out duties as a Board member

Individual Knowledge and Experience

In order to provide strategic direction to fulfill its governance responsibilities, it is essential that the Board comprises members with knowledge of, and experience in, the following areas:

- Membership on Boards of Directors, including not-for-profit boards
- Possess diverse backgrounds and perspectives, *i.e.* business, government, consumers
- Public policy and regulatory environments, especially those pertaining to consumer law
- Financial literacy
- Marketing, public relations and communications, especially public education & awareness
- Risk management and analysis and strategic planning
- The bereavement sector
- Personnel management including policy and compensation best practices
- Education, evaluation or competency assessment

Qualifications for Nominators:

A member is entitled to nominate if they are eligible to vote.

A member is entitled to vote in an election for an electoral district if, on the 90th day before the election, the member is in good standing and,

(a) the member is engaged as a funeral director at a funeral establishment located in the electoral district, or

(b) if the member is not licensed as a funeral director, the member lawfully manages and directly supervises a transfer service located in the electoral district, or

(c) if the member is licensed as a funeral director but is not engaged as a funeral director in Ontario, the member resides in the electoral district.

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District Election 2012 - Candidate Information Sheet
Election de District 2012 – Feuille de Renseignements sur les Candidats/Candidates

PHOTO (Black & White no larger than 5x7 will be reduced to fit) (Noir & Blanc pas plus grande que 5x7 sera réduite pour convenir à cette taille)	**Name/Nom:**	
	Address/Adresse:	Street/rue City/ville Prov. Postal Code/code postal
	Candidate Status: **Statut du candidat:**	❑ Employee/Employé ❑ Director/Directeur ❑ Transfer Service Operator /Dirigeant de service de transfert ❑ Managing Director /Directeur général ❑ Owner/Propriétaire ❑ Active/Actif ❑ Inactive/Inactif
	Years licensed or Years registered: **Nombre d'années détenant un permis ou Nombre d'années enregistré :**	Year(s)/Année(s)
	Education/Éducation:	

Using the space provided below please complete the appropriate section using the following headings: **Work History, Goals, Reason(s) for running in election, and Community Involvement**. Information received in any other format will not be included in the election package. We are using a standard format for each candidate.

Veuillez utiliser l'espace disponible ci-dessous pour compléter la section appropriée en utilisant les titres suivants: **Sommaire professionnel, Buts, Raison(s) de votre participation à l'élection, et vos Activités communautaires.** Les renseignements reçus dans tout autre format ne seront pas inclus dans le paquet d'élection. Nous utilisons un format standard pour chaque candidat.

An MS Word version of this document is available from the BOFS upon request.
Sur demande, le Conseil pourra vous fournir une version en MS Word de ce document.