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| Application for Membership (Board of Directors) | **Rent Smart Education & Support Society** |

## Introduction

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| The RentSmart Education and Support Society (RSESS) is an incorporated society registered in British Columbia and a registered charity in Canada. We encourage all individuals with an interest in this area and/or those who work with diverse populations to apply.  The purposes of our society are:   * to help people learn to attain and maintain housing through housing education using a coach, mentoring model * to education as many people as possible in the skills of attaining and maintaining housing * to expand the availability of RSESS programs to diverse populations in a range of locations. |

## Contact Information

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| Name |  |
| Street Address |  |
| City, Province, Postal Code |  |
| Phone Number |  |
| E-Mail Address |  |

## Special Skills or Qualifications:

### Please summarize special skills and qualifications you have acquired from employment, previous volunteer work, or through other activities, including hobbies or sports.

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## Duties and Obligations:

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| Directors of RSESS are appointed for three-year terms and may serve a maximum of two consecutive three-year terms. RSESS will have no fewer than five and no more than nine directors. Directors must be a Member of the Society in good standing. Every Member shall uphold the Constitution and comply with the Bylaws of RSESS.  A Director has the duty to act honestly, in good faith, and in the best interests of RSESS, to exercise care, diligence and skill, and to act in accordance with the Societies Act, the regulations, and the bylaws of the Society. The Board of Directors of RSESS is given authority to act through the organization’s Bylaws.  Directors have a fiduciary duty to act with a view to the best interests and purposes of the society. As such, Directors who vote or consent to a resolution authorizing a distribution of money or other property contrary to the Societies Act or the bylaws are jointly and severally liable to pay costs back the society.  The Board of Directors exercises its authority only as a whole. An individual cannot act with the authority of the Board or speak on behalf of the Board or the organization unless specifically delegated to do so by the Board. When the Board does authorize an individual or committee to act on its behalf, recommendations for decisions must be reported to the Board for approval.  Members of RSESS have the right to access any official record of the society, unless access to specific records is restricted in the Society’s Bylaws. Decisions of the Board are recorded in the official Minutes of Board Meetings. Board members are bound by an oath of confidentiality and will not share information with others that is not communicated through the approved Board Meeting Minutes.  The Board of Directors governs the organization and is ultimately responsible for all of the actions of the organization. Governance responsibilities include:  • Establishing the organization’s Mission, Vision, and Values  • Establishing strategic goals and ensuring that there is measurement towards goals  • Providing fiduciary and financial oversight  • Managing the relationship with the Executive Director, establishing a performance management structure, and providing the Executive Director with support and tools for success  • Enhancing community engagement and community spanning activities  • Providing oversight for resource development and fundraising strategies  • Providing oversight for management systems and security  • Implementing board self management policies, practices, and tools for evaluation and engagement  Board Members must follow the policies of the organization. Any board member whose behaviour is found to be in violation of these policies, will be subject to disciplinary action including dismissal. |

## Qualifications

### To confirm that you are qualified to be a Director of a Society under the BC Societies Act, we ask that you answer the following questions. If a Director no longer meets the qualifications, the Director must promptly resign. Acting as a Director if unqualified is an offence.

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| Yes | No | Are you at least 18 years of age |
| Yes | No | Have you been found by any court, in Canada or elsewhere, to be incapable of managing your own affairs |
| Yes | No | Are you an undischarged bankrupt |
| Yes | No | Have you been convicted in or out of British Columbia of an offence in connection with the promotion, formation or management of a corporation or unincorporated entity, or of an offence involving fraud, unless  (i) the court orders otherwise,  (ii) 5 years have elapsed since the last to occur of:  (A) the expiration of the period set for suspension of the passing of sentence without a sentence having been passed,  (B) the imposition of a fine,  (C) the conclusion of the term of any imprisonment, and  (D) the conclusion of the term of any probation imposed, or  (iii) a pardon was granted or issued, or a record suspension was ordered, under the Criminal Records Act (Canada) and the pardon or record suspension, as the case may be, has not been revoked or ceased to have effect. |

## Disclosure: Conflict of Interest

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| A Director who has a direct or indirect material interest in  (a) a contract or transaction, or a proposed contract or transaction, of the society, or  (b) a matter that is or is to be the subject of consideration by the directors, if that interest could result in the creation of a duty or interest that materially conflicts with that director's duty or interest as a director of the society must:  (a) disclose fully and promptly to the other directors the nature and extent of the director's interest,  (b) abstain from voting on a directors' resolution or consenting to a consent resolution of directors in respect of the contract, transaction or matter  (c) leave the directors' meeting, if any,  (i) when the contract, transaction or matter is discussed, unless asked by the other directors to be present to provide information, and  (ii) when the other directors vote on the contract, transaction or matter, and  (d) refrain from any action intended to influence the discussion or vote. |
| A disclosure must be evidenced in at least one of the following records:  (a) the minutes of a meeting of directors;  (b) a consent resolution of directors;  (c) a record addressed to the directors that is delivered to the delivery address, or mailed by registered mail to the mailing address, of the registered office of the society |

## Written Consent to be a Member and Director of the Society:

### By submitting this application, I affirm that the facts set forth in it are true and complete. I understand that any false statements, omissions, or other misrepresentations made by me on this application may result in my immediate dismissal.

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| Name (printed) |  |
| Signature |  |
| Date |  |