

Application for Nomination to the Board of Directors

Groves Memorial Community Hospital (GMCH) and North Wellington Health Care (NWHC) are dynamic organizations that are dedicated to providing quality care close to home within a culture of performance improvement and innovation.

As part of the Wellington Health Care Alliance, Groves Memorial Community Hospital and North Wellington Health Care Corporation, comprised of Louise Marshall Hospital, Mount Forest and Palmerston and District Hospital, share a Chief Executive officer and senior management team.

GMCH serves a population base of over 34,500 and treats over 68,000 people annually. The hospital is a 55 bed hospital that currently operates 42 beds with 277 staff, 84 Medical Staff and 254 dedicated volunteers.

NWHC is a regional provider of services to the people of North Wellington County and surrounding areas. Two fully-accredited hospital sites in Mount Forest and Palmerston deliver high quality health care services. They employ 204 staff, 92 medical staff and 190 dedicated volunteers.

To maintain and build upon quality, innovation and integration, a strong, dedicated Board of Directors are required for both Corporations.

We appreciate your interest in applying to join our Board. By doing so, you are making a commitment to community service. As a Director you will be required to attend bi-monthly Board of Directors meetings and serve on one (or more) committee(s) (Governance; Safety, Quality and Performance Improvement Committee; Resources Committee). As a Community Member on a committee you will be required to attend and fully participate with voting rights at committee meetings. A community member is not a director and accordingly shall not have voting privileges at Board meetings.

You can expect to spend two to three evenings per month at committee or board meetings. Generally speaking, a commitment of approximately two to four per month (for reading, preparation, and meeting attendance) will meet your obligations to the Board. New directors and community members will be required to attend an orientation session at the hospital and educational sessions/retreats with a focus on Governance and Strategic Planning. Ongoing training and development assistance is available to all directors.

If you can make a commitment to the GMCH or NWHC Board, please complete the attached application and submit it to:

Howard Dobson, Chair, Joint Nominating Committee
c/o Mary MacDonald, Executive Assistant
Email: mmacdonald@nwhealthcare.ca
North Wellington Health Care Corporation
630 Dublin St., Mount Forest ON N0G 2L3

Howard Dobson, Chair, Joint Nominating Committee
c/o Lori Forbes, Executive Assistant
Email: lforbes@gmch.fergus.net
Groves Memorial Community Hospital
235 Union St. E., Fergus ON N1M 1W3
Phone: 519-843-5331 x 3202

Applications are due by: TUESDAY, MARCH 29, 2018

If you require further information, please contact the Administration Office,
c/o Mary MacDonald, Executive Assistant at mmacdonald@nwhealthcare.ca
Phone: 519-323-3333 x 2256

Additional reference materials can be found on the Hospitals' website:

- <http://www.gmch.ca/aboutus/board-directors>; or
- <http://www.nwhealthcare.ca/aboutus/board-directors>

Thank you for your interest.

APPLICATION INFORMATION for
Board Membership or
Membership on a Committee

Name:	
Home Phone:	
Home Address:	
Postal Code:	
Cell:	
Occupation:	
Current Employer:	
Business Phone:	
Business Address:	
Postal Code:	
Email Address:	

Work Experience	Dates
Education	Dates

Interests & Relevant Life Skills	
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APPLICATION INFORMATION for Board Membership or Membership on a Committee

Please indicate your level of knowledge, skills, and experience for each of the following categories:

SKILLS MATRIX

The skills, experience and qualities of individual directors are important elements in governance and are considered in the nomination and election processes. Individual director skills refer to the area of expertise or knowledge that an individual director possesses. There are some skills that a board will always need: financial literacy, legal and governance expertise are typical requirements. Other skills may be required as a result of an issue unique to the organization. Please note that individual directors are not required to have experience in all skills listed.

3 Advanced – Highly competent and has expert experience in this area. Can guide others to apply the skill or knowledge.	2 Good – Significant experience and knowledge in this area. Understands the how, why and when but may need further exposure to ensure improvement and full/advanced competency.	1 Fair – Exposed to this skill and may require some training, development, or exposure to perform this skill routinely.	0 None - Insufficient knowledge, experience and exposure to this skill to bring this perspective forward.
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Skill	Definition	3 Advanced	2 Good	1 Fair	0 None
1. FINANCIAL ACUMEN/EXPERTISE	Maintains and applies a broad understanding of financial management principals to ensure decisions are fiscally sound and responsible. <u>OR</u> Financial Expertise as an accredited financial professional (e.g. CPA, etc.)				
2. BUSINESS MANAGEMENT	Experience in the coordination and organization of activities of business in order to achieve defined objectives/strategic directions/organizational goals, create efficiencies and adapt to ever-changing environments.				
3. HUMAN RESOURCE MANAGEMENT	Experience in planning and implementing human resource strategies.				
4. RISK MANAGMENT	Demonstrated ability to think critically about operational and governance issues to ensure the effective management of potential opportunities and adverse events.				
5. CONFLICT MANAGEMENT	Experience in the use of a variety of approaches to manage and resolve concerns, disagreements and conflict. Facilitates the development of creative solutions to conflict.				

Skill	Definition	3 Advanced	2 Good	1 Fair	0 None
6. PROJECT MANAGEMENT	Experience in designing, implementing and managing projects and directing the related resources, personnel and activities to successful completion.				
7. INFORMATION TECHNOLOGY	Understanding the complexities of technology hardware and software applications with recognition of its role in facilitating strategic and operational objectives while managing associated risks.				
8. BOARD	Experience in not-for-profit boards that includes oversight of strategy, risk management, financial management, internal controls, reporting and communications.				
9. BOARD GOVERNANCE	Demonstrated experience of governance principles, regulatory and legislative requirements and practices.				
10. COMMUNITY LEADERSHIP	Demonstrated effective stakeholder and community engagement that builds confidence and credibility in organizations and communities.				
11. GOVERNMENT AND GOVERNMENT RELATIONS	Understanding of how to work effectively with government and elected officials.				
12. CONSTRUCTION /CAPITAL PROJECTS	Demonstrated oversight of construction and/or capital projects (governance, communications, land and municipal, design, project management, financial and RFQ/RFP processes) to ensure the hospitals vision and requirements are met during the planning stages.				
13. BOARD EDUCATION	Experience in the oversight of board education to ensure fiduciary responsibilities are met; such as awareness of the ever changing health care environment; prepare for stakeholder scrutiny, demands and pressures and ensure organizational success.				
14. ETHICS	Experience with ethical frameworks to enhance and guide ethical decision making and practice that applies to clinical and organizational ethics.				
15. HEALTH CARE SECTOR	Clear understanding of hospitals and the health care system				
16. CLINICAL KNOWLEDGE	Direct experience of health care delivery especially in rural areas (Hospital staff, management, clinical provider or hospital trustee).				
17. PATIENT AND HEALTH CARE ADVOCACY	Experience in advocating and providing a voice and leadership to improve the healthcare experience of those we serve.				

Skill	Definition	3 Advanced	2 Good	1 Fair	0 None
18. FUNDRAISING	Demonstrated experience in responsibility of raising and stewarding funds.				
19. PARTNERSHIP DEVELOPMENT	Demonstrated experience in building trust and focus on “patient –centered” partnerships; integration; linkages and connections of organizational silos and stakeholders to improve the continuum of care.				
20. QUALITY IMPROVEMENT	Demonstrated experience of monitoring/evaluating quality and safety initiatives.				
21. COMMUNICATION AND PUBLIC RELATIONS	Experience in the provision of oversight for patient relations efforts and development of policies that encourage a meaningful interaction between management, patients and families.				
22. MARKETING	Experience in marketing and messaging strategies for not for profit agencies that target the needs of the community and the organization.				
23. STRATEGIC PLANNING	Demonstrated ability to think critically about systemic issues, setting priorities and working toward common goals, establishing agreement around outcomes/results, and assessing and adjusting to changing environments.				

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In a short paragraph, summarize one accomplishment that illustrates those skills that you have indicated as “good” or “advanced” knowledge, skills, and experience.

Your reason(s) for applying as a director or community member:

Your Views on the hospital within your catchment area (GMCH or NWHC) and its role in the Community:

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References: Please list 3 references (minimum - 1 professional and 1 personal) including their mailing address, email address and phone numbers.
1.
2.
3.

I verify that the information provided by me in this Application is true and accurate to the best of my knowledge and belief.

Signature: _____ Date: _____