



BCLA Board of Directors Application Form

Thank you for your interest in serving on the Board of Directors of **The British Columbia Lacrosse Association**. Board members provide strategic leadership, governance, financial oversight, and support for the organization's mission. Directors serve the organization as a whole. They do not represent a particular team, club, region, discipline or stakeholder group.

The application supports the Nominating Committee assessment of candidates against the Board's current and anticipated needs including:

- Governance competence and fiduciary judgment
- Strategic & financial oversight experience
- Constructive boardroom behaviour
- Transformational/Strategic Leadership
- Knowledge of nonprofit or sport sector governance
- Board succession priorities
- Relevant professional, community and lived experiences

Please complete this application as thoroughly as possible. Information submitted will be treated confidentially and shared only with individuals involved in the board recruitment and selection process.

1. APPLICANT INFORMATION

Full legal name:

Preferred name:

Phone number:

Email address:

Preferred method of contact:

☐ Email

☐ Phone

☐ Other: _____

2. EMPLOYMENT AND PROFESSIONAL INFORMATION

Current employer or organization:

Position or title:

Professional field or area of expertise:

LinkedIn profile or professional website (optional):

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Please attach or provide one of the following:

- ☐ Résumé or curriculum vitae
 - ☐ Professional biography
 - ☐ Other relevant supporting information
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3. INTEREST IN BOARD SERVICE

- a) Why are you interested in serving on the Board of Directors of the British Columbia Lacrosse Association?
 - b) What aspects of the organization's mission are most meaningful to you?
 - c) What do you hope to contribute through your board service?
 - d) What do you hope to gain or learn from serving on the board?
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4. EXPERIENCE AND QUALIFICATIONS

Please describe any previous experience you have with:

- a) Board Or Governance Service
- b) Non-Profit, Community, Or Volunteer Organizations
- c) Leadership Or Strategic Planning

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d) Financial Oversight or Budget Management

e) Fundraising, Sponsorship, Or Donor Engagement

5. SKILLS AND AREAS OF EXPERTISE

Please select the skills, experience, or perspectives you would bring to the board:

- ☐ Accounting or financial management
- ☐ Board governance
- ☐ Business development
- ☐ Communications or public relations
- ☐ Community engagement
- ☐ Diversity, equity, inclusion, and accessibility
- ☐ Event planning
- ☐ Fundraising or donor development
- ☐ Grant writing
- ☐ Human resources
- ☐ Information technology or cybersecurity
- ☐ Legal or regulatory knowledge
- ☐ Marketing or social media
- ☐ Program development or evaluation
- ☐ Risk management
- ☐ Strategic planning
- ☐ Other: _____

Please explain how your selected skills would support the organization:

6. BOARD RESPONSIBILITIES AND AVAILABILITY

Board members are generally expected to:

- Attend and prepare for board meetings;
- Participate in at least one committee or working group;
- Review organizational, financial, and governance materials;
- Exercise fiduciary duties in the organization's best interests;
- Maintain confidentiality;
- Comply with conflict-of-interest requirements;
- Support fundraising and community engagement activities; and
- Act as an ambassador for the organization.

a) Can you commit to attending approximately ten board meetings per year?

☐ Yes

☐ No

☐ Unsure — please explain:

b) Can you commit approximately fifteen hrs per month to board and committee responsibilities?

☐ Yes

☐ No

☐ Unsure — please explain:

c) Are you willing to serve on a board committee or working group?

☐ Yes

☐ No

☐ Possibly

d) Committee interests:

☐ Executive or governance

☐ Finance or audit

☐ Fundraising or development

☐ Human resources

☐ Programs or services

☐ Communications or community engagement

☐ Nominating committee

☐ Other: _____

e) Are you available to attend occasional events, planning sessions, or training activities?

☐ Yes

☐ No

☐ With advance notice

7. CONFLICTS OF INTEREST

a) Do you have any actual, potential, or perceived conflicts of interest that could affect your board service such as:

- Employment, consulting, contracting, or supplier relationships
- Leadership roles in affiliated or competing organizations
- Financial interests involving the organization
- Close personal or family relationships
- Selection, disciplinary, eligibility or other sport-related proceedings and
- Other fiduciary or confidential obligations

☐ No

☐ Yes

☐ Unsure

If yes or unsure, please explain:

b) Do you or an immediate family member have a financial, professional, or governance relationship with an organization that conducts business with, funds, regulates, or competes with the British Columbia Lacrosse Association?

☐ No

☐ Yes — please explain:

Disclosing a potential conflict does not automatically disqualify an applicant. It allows the organization to assess and manage the matter appropriately.

10. LEGAL AND ELIGIBILITY INFORMATION

a) Are you at least the minimum age required to serve as a director under the organization's governing legislation and bylaws?

☐ Yes

☐ No

☐ Unsure

b) Are you legally eligible to serve as a director of a non-profit organization?

☐ Yes

☐ No

☐ Unsure

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- c) Are you willing to comply with the organization's bylaws, policies, code of conduct, and confidentiality requirements?
- ☐ Yes
☐ No
- d) Are you willing to complete any screening, reference, declaration, or background-check process required for this position?
- ☐ Yes
☐ No
☐ I would like more information
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11. REFERENCES

Please provide two references who can speak to your leadership, judgment, professional experience, volunteer service, or suitability for board service.

REFERENCE 1

Name:

Position and organization:

Relationship to applicant:

Phone:

Email:

REFERENCE 2

Name:

Position and organization:

Relationship to applicant:

Phone:

Email:

☐ I authorize **BCLA** to contact the references listed above.

12. ADDITIONAL INFORMATION

- a) Is there anything else you would like the Nominating Committee to consider?

13. APPLICANT DECLARATION

By signing below, I confirm that:

- The information in this application is accurate and complete to the best of my knowledge;
- I understand that applying does not guarantee appointment to the Board of Directors;
- I understand the general responsibilities and time commitment associated with board service;
- I will disclose relevant conflicts of interest;
- I consent to the organization reviewing my application and contacting my references;
- If appointed, I agree to act honestly, in good faith, and in the best interests of the organization; and
- If appointed, I agree to comply with the organization's governing documents and applicable policies.

APPLICANT'S FULL NAME:

Signature:

Date:

Privacy Notice

The personal information collected through this application will be used to assess candidates for service on the Board of Directors of **British Columbia Lacrosse Association**. It will be accessible only to authorized individuals involved in recruitment, governance, screening, and appointment decisions.

Application records will be stored securely and retained or destroyed in accordance with the organization's privacy and records-management policies. Questions about the collection, use, storage, or correction of personal information may be directed to:

Contact person: Nominations Committee Chair

Email: Boardapplications@bclacrosse.com

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Date received: _____

Application reviewed by: _____

Interview required:

- ☐ Yes
☐ No

Interview date: _____

Reference checks completed:

- ☐ Yes
☐ No
☐ Not required

Conflict-of-interest review completed:

- ☐ Yes
☐ No
☐ Not required

Recommendation:

- ☐ Recommend
☐ Place in candidate pool
☐ Consider for committee or volunteer role
☐ Do not proceed at this time

Proposed term:

From _____ to _____

Board approval date:

Notes: