



Anglican Network in Canada

Expression of Interest in Standing for Election to the ANiC Council

Instructions:

1. To express interest in standing for election on the Anglican Network in Canada Council, please complete this form and submit it with a copy of your current resume.
2. Please submit your completed form and resume by mail, fax or email as follows:

Chair of the Nominating Committee
Anglican Network in Canada
PO Box 1013,
Burlington, ON L7R 4L8
Tel: 289-288-4138 Fax: 1-888-514-3171
email: **nominatingcommittee@anic.church**

For more information on the nomination and election process, please contact National Executive Director, Rev. Cn. Howard Edwards at 1-613-329-7404 or hedwards@anglicannetwork.ca.

APPLICANT CONTACT INFORMATION:

Title:
Surname:
First Name:
Home Address:
Phone Number:
Email Address:
ANiC Church Currently Attending (name and location):

ELIGIBILITY CRITERIA FOR NOMINATION TO COUNCIL:

A nominee must:

- Be a committed Christian and evidence Godly character;
- Adhere to ANiC's Statement of Faith;
- Be a member of an ANiC Church for at least one year;
- Support ANiC financially, as able;
- Be at least 18 years of age, and a person who is of sound mind;
- Be a Canadian citizen or permanent resident in Canada or be a resident of the US (in the case of an American nomination, the makeup of the Council must comply with Article 4 Section 1.4.1(e) of the ANiC Canons); and,
- Be subject to a criminal and credit reference check (must not have a criminal conviction for which you have not been pardoned and must not have undischarged bankruptcies)

CONDITIONS OF APPOINTMENT:

A councillor must:

- Commit the time required to perform council and committee duties;
- Invest the time and effort to become familiar with ANiC by reviewing information on the website – and the time to stay abreast of ANiC developments by regularly reading ANiC communications;
- Fulfill the requirements and responsibilities of the position (eg. preparing for and attending council and committee meetings, upholding their fiduciary obligations, and working cooperatively and respectfully with other board members; see Appendix 1 for full description of the position);
- Comply with legislation governing the Corporation (the Anglican Network in Canada or ANiC), the Corporation's by-laws and policies, and all other applicable rules;
- Sign a declaration confirming their agreement to adhere to their fiduciary duties, commitment to ANiC and board policies; and,
- Successfully complete the Plan to Protect course within the first few months of becoming a councillor and be willing to complete the annual refresher course.

CONFLICT OF INTEREST DISCLOSURE STATEMENT

Council members must avoid conflicts between their self-interest and their duty to the Corporation. In the space below, please identify any relationship with any organization that may create a conflict of interest, or the appearance of a conflict of interest, by virtue of being a member of ANiC Council.

KNOWLEDGE, SKILLS, AND EXPERIENCE:

The Council seeks committed Christians who have a complementary balance of knowledge, skills, and experience. (Please complete Appendix 2 and explain your top five (5) areas of knowledge, skills, and experience in the space below.)

Please indicate your current occupation or past, if retired or unemployed:

Please list current or prior board / committee experience:

Which areas of ANiC ministry are of particular interest to you?

Please describe any experience you have had with your church, other ecumenical groups, or within your community.

Please provide the name and contact information (phone and/or email) of three references; personal, professional, and pastoral. (Pastoral reference for lay applicants should be his/her rector; clergy should provide a reference from an Archdeacon; and Archdeacons should provide a reference from a Bishop.)

Name (personal reference): _____

Contact info (phone/email): _____

Name (professional reference): _____

Contact info (phone/email): _____

Name (pastoral reference): _____

Contact info (phone/email): _____

DECLARATION

By submitting this application, I declare the following:

- (a) I declare that I am a committed Christian and I am committed to the ANiC Statement of Faith and further that I meet the eligibility criteria and if elected I will accept the conditions of appointment as set out above;
- (b) I certify that the information in this application and in my resume is true.

Signature: _____ Date: _____

APPENDIX 1: Position Description of ANiC Council Member

Purpose of Position:

The Anglican Network in Canada is committed to ensuring that it achieves standards of excellence in the quality of its governance and has adopted this policy to provide overall guidance with respect to the Councils duties and expectations within the Anglican Network in Canada.

Scope of Position:

Applies to all elected Councillors and is provided for information to all potential Councillors before they are recruited for appointment or election to the Council. A Council member who wishes to serve on the Council must confirm in writing that he or she will abide by this policy.

Responsibilities of Position:

As a member of the Council of the Anglican Network in Canada, and in contributing to the collective achievement of the role of the Council, the individual Councillor is responsible for the following:

- 1) Commitment to Prayer: A Councillor is expected to regularly pray for the mission and vision of ANiC, its leaders and members, and for all Council activities and duties, and to seek the Holy Spirit's guidance in all circumstances encountered and decisions that are to be made.
- 2) Fiduciary Duties: Each Councillor is responsible to act honestly, in good faith, and in the best interests of the Anglican Network in Canada, and in so doing, to support the organization in fulfilling its mission and discharging its accountabilities. A Councillor shall apply the level of skill and judgment that may be reasonably expected for a person with his or her knowledge and experience. Councillors with special skills and knowledge are expected to apply the skill and knowledge to matters that come before the Council.
- 3) Accountability: A Councillor acts ethically, honestly, and in good faith, and exercises the care, diligence and skill that a reasonable prudent person would exercise in comparable circumstances. A Councillor is not solely accountable to any special group or interest and shall act and make decisions that are in the best interest of the Anglican Network in Canada as a whole. A Councillor shall be knowledgeable of the stakeholders to whom the organization is accountable and shall appropriately take into account the interests of such stakeholders when making decisions as a

Councillor. A Councillor shall not prefer the interests of any one group, if doing so would not be in the best interests of the Anglican Network in Canada.

- 4) Exercise of Authority: A Councillor carries out the powers of office only when acting as a voting member during a duly constituted meeting of the Council or one of its appointed committees. A Councillor respects the responsibilities delegated by the Council to Staff, avoiding interference with their duties but insisting upon accountability and reporting mechanisms for assessing organizational performance.
- 5) Contribution to Governance: A Councillor is expected to make a contribution to the governance role of the Council through:
 - a) Reading materials in advance of meetings and coming prepared to contribute to discussions;
 - b) Offering constructive contributions to Council and committee discussions;
 - c) Contributing his/her special expertise and skill;
 - d) Respecting the views of other members of the Council;
 - e) Voicing conflicting opinions during Council and committee meetings, but respecting the decision of the majority, even when the Councillor does not agree with it;
 - f) Respecting the role of the Chair;
 - g) Respecting the role and Terms of Reference of Council committees; and,
 - h) Participating in Council evaluations and annual performance reviews.
- 6) Knowledge Acquisition: A Councillor, through education and orientation, shall become knowledgeable on:
 - a) The entity operated by the Anglican Network in Canada, and the services it provides;
 - b) The needs of the parishes it serves;
 - c) The duties and expectations of a Councillor;
 - d) The Council's governance role;
 - e) The Council's governance structure and processes;
 - f) Council-adopted governance policies; and,
 - g) ANiC policies applicable to Councillors.
- 7) Teamwork: A Councillor shall develop and maintain sound relations and work cooperatively and respectfully with the Council chair, members of the Council, and senior management.

- 8) Community Representation and Support: A Councillor shall represent the Council and ANiC when asked to do so by the Council chair.
- 9) Continuous Improvement: A Councillor shall commit to continuous self-improvement. A Councillor shall receive and act upon the results of Council evaluations in a positive and constructive manner.
- 10) Time and Commitment: A Councillor is expected to commit the time required to perform Council and committee duties. It is expected that a Councillor will devote approximately 10 hours per month. The Council meets approximately five times a year, either in-person or electronically, and a Councillor is expected to attend at least 75 percent of Council meetings, in addition to Synod. A Councillor is expected to serve on at least one standing committee. Committees generally meet monthly.
- 11) Term and Renewal: A Councillor is elected to the Council for a two-year term, with an opportunity to be re-elected for 2 additional two-year terms, according to the ANiC By-Laws.

APPENDIX 2: ANiC Council Member’s Skills Inventory

Please complete this skills matrix, identifying with an ‘X’ the areas where you feel you have experience and competencies.

Check all that apply:	COMPETENCIES/EXPERIENCE:
	Church/Spiritual Leadership
	Training /Mentoring
	Construction and Building Management
	Diversity Issues
	Financial Management
	Government Relations
	Human Resource Management
	Information Technology
	Board and Governance
	Legal and Ethical Issues
	Public Affairs / Communication
	Quality and Performance Management
	Risk Management
	Strategic Planning
	Business Management
	Knowledge Management
	Project Management
	Other(indicate)