

4-H Alberta Application For Volunteer Director

Welcome to 4-H Alberta!

4-H Alberta is Seeking a Volunteer for its elected Board of Directors!

4-H Alberta inspires, mentors, and empowers youth to create positive change in communities through effective leadership. Our vision is to empower and connect communities that are built by youth.

The 4-H Alberta Board represents all of the geographic areas of the province and has the skills necessary to steward 4-H Alberta. Interested individuals will need to commit to a maximum of a three-year term to serve on the elected Board of Directors.

There are upcoming vacancies on the 4-H Alberta Board of Directors for which the Governance & Nominating Committee is seeking applicants for the following roles:

1. Diversity Director
2. Calgary/South Area Director
3. Youth Representative

4-H Alberta encourages the submission of applications. Selected applicants will be interviewed by the 4-H Alberta Board Governance and Nominating Committee. **Applicants must be a resident of Alberta.**

Please complete this application form and include a resume, letter of intent and 3 references.

Candidates ideally would have several of the following strengths:

- Youth Development
- Finance
- Community Development
- Canadian Law
- 4-H Alumnus
- IS/IT Systems
- Risk Management
- Agriculture
- Human Resources
- Not-For-Profit Governance

- Communications
- Policy Development
- Government Relations

4-H Alberta Board of Director Role:

The principle role and legal duty of the board is to oversee the strategic direction, management and operation of 4-H Alberta's business and affairs. Accordingly, the board oversees the development of the overarching strategic direction and policy framework for 4-H Alberta, ensures that 4-H Alberta's activities are consistent with its mandate and evaluates the organization's overall efficiency and effectiveness in using financial and human resources to meet 4-H Alberta's objectives.

These duties are mainly discharged through board oversight of the Chief Executive Officer who is responsible for overseeing the management and day to day operations of 4-H Alberta. The board is responsible for the selection, monitoring and evaluation of the Chief Executive Officer and the Chief Executive Officer is ultimately responsible for the quality and performance of 4-H Alberta's administration. In this way the board assumes responsibility for the stewardship of 4-H Alberta.

4-H in Alberta is supported by hardworking and passionate people who are working tirelessly to create one of the finest youth development organizations in Canada. If this feels like an environment that you could thrive within, apply now!

**Applications close February 1, 2024.
Must be a resident of Alberta.**

Section 1 of 4

First and last name: _____

Phone number: _____

Are you currently a screened 4-H Leader with 4-H Alberta?

- Yes
- No

In which 4-H Area do you reside in Alberta?

- Calgary
- East/West Central
- Northeast
- Northwest
- Peace
- South

What position are you applying for?

- Youth Representative
- Calgary/South Area Director
- Diversity Director

Section 2 of 4

4-H Alberta Board Competencies

Please rate your efficiency in the following areas:

FINANCIAL ACCOUNTING: Experience in financial accounting and reporting including internal controls over financial reporting.

1 2 3 4 5

Weak

Strong

FUND DEVELOPMENT: Experience in sponsorship, fundraising and planned giving.

1 2 3 4 5

Weak

Strong

HUMAN RESOURCES & COMPENSATION: Experience in recruitment, succession planning, talent development, and retention and compensation programs focused on executive compensation.

1 2 3 4 5

Weak

Strong

LEGAL ACUMEN: Experience in law. Experience paying attention to detail, having analytical ability and logical reasoning.

1 2 3 4 5

Weak Strong

GOVERNANCE: Experience with and awareness of good governance practices through membership on boards/committees or formal education.

1 2 3 4 5

Weak Strong

BRANDING, MARKETING & COMMUNICATIONS: Experience in marketing, advertising, communications, programs, developing and maintaining media relations, overseeing the production of publications - both electronic and manual (i.e. websites, leaflets and brochures,) and planning media campaigns.

1 2 3 4 5

Weak Strong

STRATEGIC INSIGHT: Consistently provides strategic insight and direction and encourages organizational development and long-range vision.

1 2 3 4 5

Weak Strong

RISK MANAGEMENT: Ability to identify key strategic, operational & macro risks to the organization in a wide range of areas.

1 2 3 4 5

Weak Strong

INFORMATION SYSTEMS /INFORMATION TECHNOLOGY: Knowledge and experience in the strategic use and governance of information management and information technology, including personal information, privacy, and security risk management.

1 2 3 4 5

Weak Strong

YOUTH PROGRAMMING: Experienced in youth programming outside of the 4-H world.

1 2 3 4 5

Weak Strong

YOUTH LEADERSHIP & DEVELOPMENT: A proven ability to nurture future leaders and improve engagement.

1 2 3 4 5

Weak Strong

INNOVATION FOR NOT FOR PROFIT: Experience in developing great ideas and setting the tone for new ideas.

1 2 3 4 5

Weak Strong

GROWING YOUTH PROGRAMS: Experience in expanding the reach of youth programming into the community.

1 2 3 4 5

Weak Strong

COMMUNITY INFLUENCER: Able to build authentic connections within a broader community of shared passions; trusted and respected by peers; persuasive.

1 2 3 4 5

Weak

Strong

LEADER: High level reputation and networks in the local and provincial community including with community members and organizations. Ability to appropriately represent the Board, set appropriate Board and organizational culture, and make and take responsibility for decisions and actions. Experience as a CEO or other senior officer of a large organization.

1 2 3 4 5

Weak

Strong

AGRICULTURE & FOOD: Awareness and knowledge and corresponding connections within and across the agriculture industry and its related commodities.

1 2 3 4 5

Weak

Strong

4-H: Awareness and knowledge and corresponding connections within and across the 4-H community.

1 2 3 4 5

Weak

Strong

COMMUNITY SERVICE: Experience as a volunteer, finding volunteers, screening volunteers (interviews, required background checks, etc.) assessing organizational need and capacity for volunteers, creating volunteer program materials.

1 2 3 4 5

Weak

Strong

Section 3 of 4

Relevant Experience

Please describe any experience you have as it relates to the 4-H Alberta Board Competencies.

Please describe relevant ability, knowledge, or experience you have in any of the following:
Financial Accounting, Fund Development, Human Resources & Compensation, Legal,
Governance, Branding, Marketing & Communications, Strategic & Business Planning, Policy,
Risk Management, and Information Systems / Information Technology.

Please describe relevant ability, knowledge, or experience you have with youth and community.

Please describe relevant ability, knowledge, or experience you have with decision-making and governance.

Please describe relevant ability, knowledge, or experience you have with Agriculture and Food.

Please describe relevant ability, knowledge, or experience you have with 4-H.

Please describe relevant ability, knowledge, or experience you have with other organizations you are affiliated with.

Please send this completed application along with your letter of intent, resume, and reference documents to apply@4hab.com.