



Information for prospective board members

Purpose of this form	<i>This form provides you with basic information about what the Brain Injury Association of Windsor and Essex County requires from its Board members.</i>
Selection Process	<ul style="list-style-type: none"> • <i>Board members and Staff seek applications of prospective board members. These are individuals who have demonstrated leadership and commitment in the community</i> • <i>Prospects submit completed application form to info@biawe.com</i> • <i>Applicant is interviewed by a member of the Nominating Committee or Board..</i> • <i>Upon recommendation, your name is placed on the slate for election by the membership at the next Annual General Meeting</i> • <i>Applicants may also be added to the slate through a nomination process with signatures of 10 members. (members of OBIA/BIAWE) submitted to the Board.</i> • <i>If the recruitment is to fill a vacancy on the board, the candidate may be appointed by the Board to serve what remains of the term.</i>
Term of office:	<i>2 year term, renewable for 2 additional two year terms. Directors may be appointed by the Board to fill vacancies until the next Annual General Meeting.</i>
Time Requirements:	<i>We require a time commitment of about 88 hours per year, or an average of 7 hours per month for board meetings, committee meetings, orientation sessions, and special events, including preparation time.</i>
Board Meetings	<i>The full board meets at least 10 times per year, usually on the last Wednesday of each month, from 5:30 to 7:30 pm by Zoom.</i>
Committee Meetings	<i>All board members are expected to chair or serve on at least one committee. The committees typically meet monthly in order to accomplish certain tasks by established deadlines.</i>
Orientation Sessions	<i>An Orientation session for all newly elected board members. Attendance is mandatory for ALL new directors and directors who have not been to an orientation.</i>
Strategic Planning	<i>The board typically meets for a strategic planning session annually for a 5-8 hour session.</i>