

Expression of Interest for serving on The Royal Ottawa's Young Professional Network as an Executive Member

Executive Members of the Young Professionals Network (YPN) support the mission of the Royal Ottawa Foundation for Mental Health and accepts the roles and responsibilities of volunteering, including avoiding conflicts of interest and acting ethically and in good faith to ensure the best interests of the Foundation.

Mandate of Royal Ottawa Foundation's Young Professionals Network

1. Raise funds to support The Royal's *Hope Starts Here* campaign for mental health
2. Increase knowledge and awareness of mental health services offered by The Royal
3. Network with like-minded professionals

General Responsibilities of Executive Members:

Executive Members of the Young Professionals Network support the mission of the Royal Ottawa Foundation for Mental Health and accepts the roles and responsibilities of volunteering, including avoiding conflicts of interest and acting ethically and in good faith to ensure the best interests of the Foundation. The business of the Royal Ottawa Foundation for Mental Health is relationship building in order to inspire the philanthropic spirit in individuals, corporations and community organizations.

Responsibilities of Executive Members include:

- Recruitment of three (or more) members at the ambassador or general membership level
- Assist in the planning of networking events
- Amplify the Foundation's messaging in social media
- Meet bi-monthly, though it is anticipated that, from time to time, additional meetings may be called to support the planning of upcoming initiatives
- Executive Members are expected to attend bi-monthly meetings. Executive Members who are absent for four committee meetings in a calendar year, without prior approval of the Committee, shall be construed as having resigned and will be removed from the person.

Group Composition and Appointment:

The Royal's Young Professionals Network is open to any interested individuals that supports the stated mandate of the Royal Ottawa Foundation for Mental Health, who are 25 to 45 years of age, and who live/work in the Ottawa/Gatineau area. Executive Members are initially appointed for a two-year term. After the initial 2-year term, terms will be appointed for one-year and renewable for as long as the member would like to stay involved.

The YPN Executive Committee will be comprised of 15 – 20 members.

Membership Dues & Benefits

Annual membership fees for this group are \$1,000 and are due by December 31st each year.

ROYPN Executive Committee members will receive the following benefits:

- Charitable tax receipt
- Opportunity to attend two networking events
- Invitation to attend members-only sessions with Royal experts
- Opportunity to network with industry leaders at The Royal's *Leaders for Mental Health Breakfast*
- Invitation to attend the Royal Ottawa Foundation's Annual General Meeting
- Quarterly updates from the Foundation's President
- Bio and photo The Royal's website
- Honourable mention on the Foundation's social media networks

Instructions:

Thank you for your interest in volunteering as an Executive Member of The Royal's Young Professional Network. Please complete this form and submit it with a copy of your current resume or a brief biographical sketch by mail, fax, or e-mail to the following address:

Mail: Young Professional Network Executive Committee Nominations

The Royal
1145 Carling Avenue
4th Floor, Foundation office, c/o L. Merkley
Ottawa, ON K1Z 7K4
Email: lauren.merkley@theroyal.ca
Fax: 613.761.3605

Questions: call 613.722.6521 x 6322 or visit our website at www.theroyal.ca

Applicant Contact Information:

Name:	First: _____ Surname: _____
Address:	Business: _____ Home: _____
Telephone:	Business: _____ Home: _____ Cell: _____
Email:	Business: _____ Home: _____

Conflict of Interest and Disclosure Statement

Executive Members must avoid conflicts between their self interest and their duty to the corporation. In the space below, please identify any relationship with any business or organization that may create a conflict of interest, or the appearance of a conflict of interest, by virtue of being appointed to the committee:

Knowledge, Skills, Abilities and Experience

Please list current or prior board/committee experience:

Please describe any associations you may have had with various healthcare groups or charitable organizations:

Please describe how you would help The Royal's Young Professional Network advance its vision and goals:

Declaration

By submitting this application, I declare that

- a) I meet the eligibility criteria and accept the conditions of nominations as described
- b) I have read and agree with the Terms of Reference
- c) I certify that the information in this application and in my resume are true

Signature: _____

Date: _____