

Expression of Interest for serving on the Royal Ottawa's Young Professional Network (ROYPN) Executive Committee

The Executive Committee of the ROYPN supports 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 ROYPN:

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 Committee:

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 ROYPN Executive Committee include:

- Donating to the Royal
- Recruiting three (or more) Ambassadors (\$500 level)
- Recruiting three (or more) Young Professionals (aged 20 to 35) (\$250 level)
- Driving fundraising
- Assisting in goal setting for the ROYPN Executive Committee
- Assisting in the planning of ROYPN fundraising event(s) and stewardship event(s)
- Recruiting guests to ROYPN events and following up
- Securing sponsorship(s)
- Amplifying the Foundation's messaging in social media
- Attending quarterly meetings (in person or virtually)

Executive Committee Members membership will be reviewed and renewed annually.

Donation & Benefits

Members of the Executive Committee are encouraged to make a gift of \$1,000+ at the beginning of the calendar year (Jan).

ROYPN Executive Committee members will receive the following benefits:

- Charitable tax receipt
- Opportunity to execute and attend two fundraising events free of charge (*events to be decided by the committee*)
- Invitation to attend an annual celebratory event (*events to be decided by the committee*)
- Opportunities to attend virtual sessions with Royal experts (*calendar to be confirmed by Foundation*)
- Opportunity to participate or volunteer at signature Royal Ottawa Foundation for Mental Health events (*Foundation to provide calendar of events*)
- *Regular* communication updates from the Foundation
- Profile on the Royal Ottawa's website
- *Monthly* highlights of members on the Royal Ottawa Foundation for Mental Health's social media networks (*Foundation to provide social media calendar*)

Term of Appointment

Executive Committee Members are initially appointed for a one-year term.

Selection of Chair and Vice Chair will be nominated by The Royal Ottawa Foundation for Mental Health for a Term of (2) Years.

Instructions:

Please complete this form and submit it with a copy of your current resume or a brief biographical sketch by e-mail to: jessica.pancoe@theroyal.ca

For more information visit our website at www.theroyal.ca

Applicant Contact Information:

Name First: _____ Surname: _____

Address: _____

Business/Industry: _____

Title/Role: _____

Telephone: _____ Email: _____

Conflict of Interest and Disclosure Statement

Executive Members must avoid conflicts between their self-interest and their duty to the corporation. 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



YOUNG PROFESSIONALS NETWORK

b) I have read and agree with the terms noted above

c) I certify that the information in this application are true

Signature: _____ Date: _____

Thank you for your interest in volunteering as an Executive Member of the Royal's Young Professional Network.