

BOARD OF DIRECTORS APPLICATION FORM

Thank you for your interest in serving as a member of the Petawawa Military Family Resource Centre (PMFRC) Board of Directors. We are seeking committed, community-minded individuals who can contribute to our mission through strategic governance, diverse perspectives, and strong ethical leadership.

Please complete the following application and attach your resume or bio if available.

APPLICANT CONTACT INFORMATION

Full Name:

Preferred Name (if different):

Mailing Address:

Phone Number:

Email Address:

Preferred method of contact: Phone Email

Are you a (check all that apply):

- | | | |
|-----------------------------------|------------------------|----------|
| Currently Serving Military Member | Military Family Member | Veteran |
| PMFRC Stakeholder or Partner | Veteran Family Member | Civilian |

Please tell us a little about yourself, your interest in the Board of Directors and qualifications to serve as a Director at the PMFRC:

INTEREST IN THE BOARD

Why are you interested in serving on the Board of Directors for PMFRC?
(Max 250 words)

EXPERIENCE AND BACKGROUND

Please describe any previous governance or board experience (if applicable):

Do you have experience in any of the following areas? (Check all that apply):

Financial Management / Accounting

Fundraising / Donor Relations

Human Resources / Labour Relations

Military / Veteran Family Experience

Policy Development

Government / Public Sector

Relations Other (please specify):

Legal / Regulatory

Strategic Planning

Health or Social Services

Equity, Diversity, and Inclusion Risk

Management

Communications / Public Relations

SKILLS AND CONTRIBUTIONS

What specific skills, experience, or perspective do you bring that would strengthen our Board and organization? (Max 250 words)

AVAILABILITY AND COMMITMENT

Board members are expected to attend regular meetings (typically monthly) and participate in at least one committee. Are you able to commit to this level of involvement? Yes No Unsure (please explain):

Do you have any potential conflicts of interest or other time commitments we should be aware of? No Yes (please explain):

ADDITIONAL INFORMATION (OPTIONAL)

Are there specific issues, projects, or initiatives that you are particularly passionate about?

Is there anything else you would like us to know about your application?

REFERENCES

Please provide the names and contact information for one or two references who can speak to your qualifications or character.

Reference 1

Name:

Relationship:

Email:

Phone:

Reference 2

Name:

Relationship:

Email:

Phone:

BOARD MEMBER QUALIFICATIONS ATTESTATION

By submitting this application, I attest that I meet the following qualifications to serve as a Director of the PMFRC:

- I am of the age of majority.
- I am a Member in good standing of the PMFRC Board.
- I am not bankrupt or owing monies to the PMFRC.
- I have not been declared incapable by a court in Canada or another country.
- I have not been convicted of a criminal offence in connection with the promotion, formation, or management of a corporation, or of a criminal offence involving fraud.
- I do not receive remuneration for services performed by the PMFRC.

I understand that if I acquire the status of bankruptcy, become of unsound mind, or am convicted of an offence involving fraud or in connection with the promotion, formation, or management of a corporation, I will cease to be a Member and Director of the PMFRC.

I understand that I am required to provide a clean Criminal Record Check and Vulnerable Sector Screening every two years, and submit an Offence Declaration during alternating years.

SUBMISSION

Please return this completed form along with your resume to:

Email: August 7, 2026

Deadline: Board@PetawawaMFRC.com

NEXT STEPS FOR APPLICANTS

All applications will be reviewed by the PMFRC Board Development Committee. Please note that while we value every expression of interest, there are a limited number of director positions available each year, with the full Board consisting of up to 12 Directors. Selected applicants will be contacted to participate in an interview as part of the Board recruitment and selection process. New Directors will be elected by the membership at the Annual General Meeting held in September.