



CANADA SOCCER
CALL FOR NOMINATIONS
Board of Directors
January 2022

The Nominations Committee of the Canada Soccer Board of Directors calls for nominations for the position of Vice President-Elect for a four-year term, as well as two (2) Elected Directors and two (2) Independent Directors for three-year terms commencing after the 2022 Annual Meeting of the Members.

The Canada Soccer Board of Directors consists of fourteen (14) Directors, including a President, Vice President, six (6) Elected Directors and six (6) independent Directors.

Elected Directors are elected directly by the class of Members known as the Voting Members of Canada Soccer at a Meeting of the Members, primarily on the basis of their experience in, and/or knowledge about the game of soccer.

Independent Directors are elected by the class of Members known as the Director Members on the basis of their possession of particular identifiable competencies and/or expertise that will materially assist the Board of Directors in performing its strategic and oversight functions. The election of Independent Directors is subject to ratification by the Voting Members of Canada Soccer.

The Nominations Committee is seeking qualified candidates to play a leadership role in the stewardship of Canada Soccer in pursuit of its Mission to 'provide leadership in the pursuit of excellence in soccer, nationally and internationally, in cooperation with its members and stakeholders.'

Qualified candidates will possess the competencies and/or expertise necessary to provide leading-edge governance and to further the vision and priorities of Canada Soccer's *Strategic Plan*, leading to a legacy of success.

The make-up of Canada Soccer's Board of Directors reflects the diversity of the society in which Canada Soccer operates. Diversity is a combination of differences and similarities among people. Canada Soccer prohibits discrimination on the grounds of race, place of origin, citizenship, ethnic origin, colour, ancestry, disability, age, creed, sex/pregnancy, family status, marital status, sexual orientation, gender identity, gender expression, language, regional domicile, and indigenous status. Affirming diversity means valuing different views, ideas, life experiences, skills, and knowledge.



In considering potential Directors, the Nominations Committee will consider various factors including, but not limited to:

1. Board Composition Requirements (see below);
2. Director Qualifications (see below);
3. Board Diversity (see above);
4. The candidate's competencies/expertise (see Nomination Form); and
5. The attributes that best complement those of the current Board.

Some examples of competencies/expertise that are sought by the Board in 2022 include: risk, finance, sport governance, director (possibly licensed) of publicly traded/private company traditional/social media, commercialization and revenue generation.

CALL FOR NOMINATIONS

This call for nominations is for the following Board positions:

- **Vice President-Elect (four-year term)**
- **2 Elected Directors**
 - **AB/NWT (three-year term)**
 - **NS/NB/PE/NL (three-year term)**
- **2 Independent Directors (each for a three-year term)**

At least two (2) of the Board positions must be filled by a candidate who identifies as female.

Nominations for Director must be for either Elected Director or Independent Director.

BOARD COMPOSITION REQUIREMENTS (By-laws of Canada Soccer)

- One (1) elected Director shall be domiciled in each of six regions as follows:
 - British Columbia/Yukon Territory; Alberta/Northwest Territories; Manitoba/Saskatchewan/Nunavut; Ontario; Quebec; and the Atlantic Provinces;
- An independent Director may be a resident anywhere in Canada;
- An individual, if holding a position as a Director of a Member Association, or one of its district or club members at the time of his/her election as a Canada Soccer Director, must resign from that position within ninety (90) days of such election;
- The Board shall include one (1) former Athlete (former member of one of the National Teams; e.g., Senior, Youth, Para, Beach and/or Futsal); and
- The Board shall include no less than four (4) Directors identifying as female and four (4) Directors identifying as male.

QUALIFICATIONS (By-laws of Canada Soccer)



The following persons are excluded from being considered as a Director at Canada Soccer:

- a person who is less than 18 years of age;
- a person who has been declared incapable by a court in Canada or in another country;
- a person who has the status of a bankrupt;
- a person who has not met the requirements of Canada Soccer regarding the passing of a criminal record check (see definition of acceptable criminal record checks below);
- a person who is a paid employee of Canada Soccer, any of its Members, or any organization where a conflict of interest may be perceived to exist;
- a person who is a member of a Judicial Body of Canada Soccer;
- a person who is a consultant or contractor for Canada Soccer, any of its Members, or any organization where a conflict of interest may be perceived to exist; and
- a player who is under contract to any Professional Club or Semi-professional Club that is a Member of Canada Soccer or that is a Member of or affiliated with any of Canada Soccer's Members.

THE NOMINATIONS PROCESS

1. Nominations forms, together with other supporting documentation, are available at www.canadasoccer.com (See ABOUT > Resource Centre).
2. Nominations may be submitted by any organization or individual, and they must be seconded.
3. The deadline for the receipt of nominations is **Friday, March 4, 2022**.
4. Telephone interviews for candidates for Independent Director will be completed by **Thursday, March 17, 2022**.
5. Nomination documents submitted by candidates for the positions of Vice President-Elect, Elected Director and Independent Director will be forwarded to the Canada Soccer membership on **Thursday, April 7, 2022**.
6. Candidates for Vice President-Elect, Elected Director and Independent Director will be provided an opportunity to speak to the Members at a town hall meeting that will take place on **Friday, May 6, 2022** prior to the 2022 Annual Meeting of the Members.
7. The 2022 Annual Meeting of the Members shall be held on **Saturday, May 7, 2022**.



CANDIDATES' DOCUMENTS

Candidates are required to complete and submit the following documents in either official language of Canada. ***(Please note that incomplete submissions may be rejected):***

1. Nominations Form and Cover Letter (approx. 1-2 pages)
2. Acknowledgement and Consent Form
3. Candidate's Fair Process Declaration
4. Full résumé (maximum 3 pages)
5. A list of three (3) individuals who will serve as references
6. Current criminal record check (not older than 6 months). An acceptable record check includes one of the following:
 - Police Criminal Record Check
 - Police Information Check
 - Police Vulnerable Sector Check
 - myBackCheck.com (online)

NOTE: INTEGRITY CHECKS WILL BE CONDUCTED BY INDEPENDENT OFFICERS WHO ARE AUTHORIZED BY CANADA SOCCER TO DO SO. CANDIDATES WILL BE ASKED TO CONSENT TO THE COLLECTION, USE AND DISCLOSURE OF PERSONAL INFORMATION FOR SUCH A PURPOSE (SEE ACKNOWLEDGEMENT AND CONSENT FORM).

Please submit **completed** documents via email or by hard copy by:

16h00 pm ET on Friday March 4, 2022

to:

Chair, Canada Soccer Nominations Committee
237 Metcalfe Street, Ottawa, ON, K2P 1R2
Email: nominations@canadasoccer.com



NOMINATION FORM

Please indicate the position this nomination is for:

- Vice President-elect
- Elected Director (AB/NWT)
- Elected Director (NS/NB/PE/NL)
- Independent Director

PLEASE PRINT	NOMINEE
Name	
Address	
Phone	
Email	
Date	
Signature	

PLEASE PRINT	NOMINATOR	SECONDER
Name		
Current / Former Occupation		
Capacity in which you know Nominee		
Address		
Phone		
E-mail		
Date		
Signature		



Please attach a cover letter (approx. 1-2 pages) which:

1. summarizes briefly the qualifications cited in your attached resume and competency/expertise matrix that are relevant to being a Director of Canada Soccer;
2. Identifies your particular strengths and competencies that will add value to the Board of Canada Soccer; and
3. states the reasons why you wish to serve on the Board of Canada Soccer.

**Please circle the level of competency/expertise that you will bring to the Canada Soccer Board:
0 = minimal (0-2 years), 1 = Intermediate (3-9 years), 2 = Expert (10+ years).**

1. FUNCTIONAL COMPETENCIES			
Senior executive leadership (e.g., CEO, CFO, VP)	0	1	2
Organizational performance assessment	0	1	2
Human resource management	0	1	2
Legal	0	1	2
Strategic planning	0	1	2
Risk management	0	1	2
Policy development	0	1	2
Financial statements, budgeting	0	1	2
2. BUSINESS COMPETENCIES			
Sales	0	1	2
Fundraising/philanthropy/foundation	0	1	2
Corporate partnerships	0	1	2
Marketing	0	1	2
Traditional media (e.g., TV, radio, print)	0	1	2
Social media	0	1	2
Public relations and communications	0	1	2
3. DIRECTOR/BOARD EXPERTISE			
Director of publicly traded company	0	1	2
Director of private company	0	1	2
Director of Sports organization (e.g., professional or amateur club, provincial)	0	1	2
Director of Association (e.g., not-for-profit)	0	1	2
Professionally licensed as a Director (e.g., C. DIR, ICD.D)	0	1	2



Please circle the level of competency/expertise that you will bring to the Canada Soccer Board:
0 = minimal (0-2 years), 1 = Intermediate (3-9 years), 2 = Expert (10+ years).

4. SUBJECT MATTER EXPERTISE			
Canada Soccer	0	1	2
Concacaf	0	1	2
FIFA	0	1	2
Canadian sport policy	0	1	2
Knowledge about grassroots soccer (e.g., LTPD)	0	1	2
Equity, diversity, and inclusion	0	1	2
Government relations - federal	0	1	2
Government relations - provincial	0	1	2
Government relations - municipal	0	1	2
5. SPORT/ATHLETIC EXPERTISE			
Player/athlete (soccer)	0	1	2
Coach	0	1	2
Official/referee	0	1	2
Athlete (not soccer)	0	1	2
Sport management/administration	0	1	2
6. DEMOGRAPHIC INFORMATION			
Please note your gender identity			
In what province do you reside?			
Are you fluent in English?	Yes	No	
Are you fluent in French?	Yes	No	
Do you identify as an Indigenous person in Canada (First Nation, Metis, Inuit)?	Yes	No	
Do you identify as someone with a disability?	Yes	No	
Do you identify as a visible minority?	Yes	No	

Please send this completed form along with a copy of your full résumé, three (3) references, the Candidate’s Fair Process Declaration, Acknowledgement & Consent form, and criminal record check to:

Chair of the CSA Nominations Committee
237 Metcalfe Street, Ottawa, ON, K2P 1R2
Email: nominations@canadasoccer.com

DEADLINE FOR NOMINATION SUBMISSIONS IS 16h00 PM ET ON FRIDAY MARCH 4, 2022

NOTE: Incomplete or late submissions may be rejected.



CANDIDATE’S FAIR PROCESS DECLARATION

Chair, Nominations Committee
Canada Soccer
237 Metcalfe Street
Ottawa, ON
K2P 1R2

I, _____, having placed my name in nomination as a candidate
Name

for the position of _____
(Vice President-Elect, or Elected Director, or Independent Director)

on the Canada Soccer Board of Directors at the elections in 2022, do hereby solemnly swear and attest that, at any and all times, during my efforts to gain election, I will:

- Respect the ethical principles and requirements pertaining to the Directors set out in its *By-laws, Rules and Regulations, and Governance Policies* (see Resources at www.canadasoccer.com);
- Ensure that my candidacy is put forward on the merits of my platform;
- Avoid negative election campaign tactics;
- Avoid conduct of a nature that may cause harm to the reputation of Canada Soccer; and
- Not offer any inducement or consideration of any kind that confers a benefit, advantage or reward to another person in exchange for votes or voting support.

I have signed this document in full knowledge, understanding and acceptance of the foregoing.

DATED AT _____ this _____ day of _____, 2022.

Candidate Name

Witness Name

Candidate Signature

Witness Signature



ACKNOWLEDGEMENT AND CONSENT

TO: Canada Soccer

RE: Collection of Personal Information

Canada Soccer is hereby informing you of its intention to collect, use and disclose your personal information for the limited purpose of determining your suitability as a board member (“**Purpose**”). You acknowledge and agree that the Purpose is both reasonable and appropriate.

By signing below, you authorize Canada Soccer to collect your personal information for the Purpose, on the condition that the collection of your personal information is limited to that which is necessary for the Purpose. Your personal information may be gathered from all sources, including individuals who have or have not agreed to provide Canada Soccer with a reference on your behalf, as well as the internet and social media.

All of the personal information, along with your Criminal Record Check, gathered by Canada Soccer will be kept in your file, and in the event said information is in electronic form, in a file on its secured hard drive. The personal information in your file will only be accessed by Canada Soccer employees who are assigned the responsibility of filing and safeguarding your personal information.

All records containing personal information that identifies you will be kept by Canada Soccer with the appropriate level of security and confidentiality and said information will be destroyed within a reasonable time after the Purpose of the collection is satisfied.

By signing below, I, _____,

acknowledge and consent to the collection, use, and disclosure of my personal information as indicated above.

Date: _____

Candidate Signature: _____

Witness Name: _____

Witness Signature: _____