



## **National Autism Network Board Director Expression of Interest Overview**

### **About the National Autism Network**

The National Autism Network (the Network) is a new, independent, community-led initiative supported by government funding. It was created to ensure that Autistic people and their families play a central role in shaping community priorities and driving action to bring Canada's Autism Strategy to life.

The Network brings together Autistic individuals, families, subject matter experts, and interest-holders from across the country to help shape a future where Autistic people can truly thrive in Canada.

Information about Canada's National Autism Strategy is available at:

<https://www.canada.ca/en/public-health/services/publications/diseases-conditions/canada-autism-strategy.html>

### **Expression of Interest Open to Applications Until August 31, 2025**

The Network is seeking Expressions of Interest (EOIs) from individuals who are interested in supporting the National Autism Network by serving as a Director of the Board.

### **Board of Directors Background**

An Interim Board of Directors is currently supporting governance activities from the time of incorporation until the Annual General Meeting (AGM), which will be held on Wednesday, October 29, 2025, at 4 pm MT/6 pm ET. At that time, the Network members will elect the permanent Board of Directors.

### **The Role of the Board**

The Board of Directors helps lead the Network, but it does not run day-to-day programs or activities. It is a governance board. It is NOT an operational Board.

If you're interested in sharing your opinions, experiences, or helping guide the information we send to government, you might want to apply to join a Committee or Advisory Council instead.

## **Board members are not paid for their role.**

The role of the Network Board of Directors will be to:

- Focus on what's best for the whole organization
- Work together with other board members
- Agree on sharing consistent information about the Network
- Approve policies and check if they are working
- Hire and supervise the permanent Chief Executive Officer (CEO)
- Not be involved in day-to-day management and operation decisions

## **Director Duties**

Each director has commitments to the organization. As a Director of the Network, your responsibilities include:

### **Key Duties**

- **Fiduciary Duty:** Act honestly, in good faith, and in the best interests of the corporation.
- **Duty of Care:** Use the care, diligence, and skill that a reasonably prudent person would in comparable circumstances.
- **Duty of Loyalty:** Act honestly and in good faith and prioritize the interests of the organization above personal or outside interests

## **Governance Responsibilities**

- **Board Participation:** Attend and actively contribute to board and committee meetings; stay informed and come prepared.
- **Conflict of Interest Management:** Disclose and manage real or perceived conflicts of interest following the board's conflict of interest policy.
- **Hiring and Oversight of CEO:** Take part in hiring, evaluating, and supporting the chief executive officer.
- **Oversight Responsibilities:** Directors provide oversight through reports and updates from management. Key responsibilities include:
  - Monitor financial performance and internal controls.
  - Ensure compliance with applicable laws, bylaws, and board policies.
  - Review and approve key policies and governance structures.
  - Ensure the organization has a clear strategic direction that is aligned with its mission and vision.
  - Review budgets and financial statements to support transparency and accountability to members and funders.
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  - Assess risks to the organization and ensure mitigation strategies are in place.

- Ensure the organization meets its obligations to members, funders, regulators, and the public.
- Ensure that required filings (e.g., annual returns) are submitted under the Not-for-profit Corporations Act.

## **Time Commitment**

The Board of Directors will meet 4-6 times per year.

The time commitment will be approximately 20 hours every three months.

## **Composition of Board of Directors**

The goal is to build a Board of Directors made up of people from across Canada who bring a range of lived and living experience related to autism. Board members will reflect the diversity of Canada's autism community and contribute varied perspectives, skills, and backgrounds.

## **Board Size, Composition and Election**

The Board will include 12 to 15 Directors, elected by Network members at the Annual General Meeting (AGM) each October. The first election will take place on Wednesday, October 29, 2025, at 4 pm MT/6 pm ET

### **Intersectional Representation**

Each Board Director may bring multiple identities. For example, a Director could be an Autistic woman with an Autistic child from a francophone household in Quebec.

<b>Representation Identities</b>	<b>Number of Directors</b>
Regional	A minimum of 1 director per region (Pacific, Prairie, Central, Atlantic, Northern)
Autistic Individuals	Minimum of 51% (7 or 8)
Family Members	Minimum of 30% (4 or 5)
Francophone	Minimum of 10% (2) +30% French proficiency/bilingual
Indigenous	Minimum of 10% (2)
People of Color	Minimum of 20% (3)
2SLGBTQIA+	Minimum of 15% (2)
Women	Minimum of 50% (6-8)

## **Skills and Experience**

To serve on the Board, you must be 18 years of age or older.

The Network is looking for people who:

- reflect the diversity of Canada's Autism community
- are passionate about the mission and values of the Network
- are willing to volunteer their time and expertise to support governance activities
- understand modern, neurodivergent affirming approaches to implementing change
- (Optional but valued) have previous experience serving on a not-for-profit Board
- **Expression of Interest (EOI) Process:** Deadline to apply: August 31, 2025 All submissions will have the names removed (anonymized) before sending to the Network Nominations Committee.

The Network Committee will create:

- a regional shortlist: Up to 3 Autistic candidates and up to 3 family member candidates per region (Pacific, Prairie, Central, Atlantic, Northern)
- An additional shortlist: up to 6 candidates to support intersectional representation.
- All applicants will be informed of the status of their application by September 15, 2025
- The final list of shortlisted candidates, including bios and voting instructions, will be shared with Network members in September.

## How to Learn More

To ask questions or learn more about serving on the Board, you can book a 30-minute personal call with the Network's Board Secretary by emailing: [secretary@nan-rna.ca](mailto:secretary@nan-rna.ca)

The Board Secretary can provide information and answer questions about serving on the National Autism Network Board of Directors.

## How to Apply

- You must be a current member of the Network to apply. The membership and Expression of Interest (EOI) forms are combined into one application. You will be asked questions about your background and experiences. You may ask a support person to help you complete the form.

To start an online application, go to <https://redcap.link/kfxofq9k>

## Alternative Application Methods

If you prefer not to complete the form online, you may apply in other ways. Please email [info@nan-rna.ca](mailto:info@nan-rna.ca) to let us know what works best for you. Options include:

- Scheduling an interview
- Emailing a completed Word or PDF version of the application

- Mailing a completed Word or PDF form
- Submitting your application through video, audio, PowerPoint, or another multi-media format.
- Suggest another format that will help you best share your information.

**Questions?** Email us at [info@nan-rna.ca](mailto:info@nan-rna.ca)