



CANADA
4-H Saskatchewan

Join the Board

Make a difference
in the future of 4-H!

Our board welcomes applications from all interested 4-H members and leaders. We particularly encourage those from underrepresented communities to apply so that we can represent the diversity of our province and communities.

About our board

The Saskatchewan 4-H Council Board of Directors is a policy-making board with three main functions:

- It is the governing body for the Saskatchewan 4-H program
- It makes decisions regarding policies, programs, planning and allocation of funds
- It oversees the Executive Director of the Provincial 4-H Council

The Saskatchewan 4-H Council has written bylaws, personnel policies and procedures and council policies to govern the organization.

What commitment am I making?

- The board typically meets four times per year: May (virtual), October, January, and March
- The various committees meet virtually around three times per year
- Board members are expected to stay connected with their regions by attending district meeting and regional events such as public speaking, curling, judging, or shows.

Required screening & training

- Leader representatives are elected for three year terms. Member delegates are elected for two year terms.
- Board members must complete the training and screening requirements of a Trained Leader, be registered in a 4-H club, and be in good standing
- All directors must complete required board training (SARC Elevate Governance) before their first meeting

Are board members compensated?

Directors are volunteers and do not receive compensation. However, they are reimbursed for travel costs on 4-H council business, including mileage and meals.

Who sits on the board of directors?

- Three registered leaders elected by each region
- Three currently registered members
- One representative appointed by the Ministry of Agriculture
- The Executive Director (ex-officio)
- The immediate past president may sit on the board if not a regional leader delegate
- The board elects a president, vice-president, secretary, representative to the Saskatchewan 4-H Foundation and Ambassador Council that have additional responsibilities

What are my responsibilities?

- Directors of a board has a legal responsibility called fiduciary duty. This requires them to act honestly, in good faith, and in the best interest of the organization.
- Uphold and honour the mission, vision, and core values.
- Be informed on agenda items and take an active role by providing information, opinions and expertise.
- Be informed about the 4-H program, policies, and services.
- Contribute in a concise, clear, and thoughtful manner.
- Make decision in the best interest of the organization.
- Support all final decisions of the board.
- Participate in establishing policies and services
- Serve on at least one committee
- Review and approve the Strategic Plan
- Work interactively with the Executive Director and other members of the board
- Ensure all legal and ethical responsibilities are fulfilled
- Accept responsibility for securing and managing financial resources
- Attend board meetings

Our Committees

- **Governance & Program Policy:** Advise and recommend policy development and review provincial 4-H policy and procedure development, implementation and enforcement, as well as to educate through communication and interpretation of policies. The committee is also responsible for ensuring that the board fulfills its responsibility to govern, oversee policy and direction, and assist with the leadership of the Council so as to support the organization's mission and needs. It recommends board policies designed to provide for effective and efficient governance.
- **Grievance Committee:** provide a fair, impartial and confidential process for addressing grievance raised by volunteer, leaders and staff of 4-H Saskatchewan.
- **Finance Committee:** assist the board in fulfilling its financial responsibilities by ensuring sound financial procedures are in place by reviewing the financial reports, approving the annual budget, and ensuring audits are conducted.
- **Selections Committee:** review the applications for travel, scholarships, Hall of Fame, Builders Award, and advise of the selection process for these awards.
- **Nominations & Resolutions Committee:** ensures that the nomination & election of directors occurs according to the policies and procedures of the organization and that all submitted resolutions are addressed.

Where can I learn more?

Contact Aubrey Eaton, Executive Director, at 306-380-4490 or email manager@4-h.sk.ca. You can also connect with your current Regional Leader Delegates to ask them about their experience in the role!



CANADA
4-H Saskatchewan

Saskatchewan 4-H Council Board of Directors Nomination Consent Form

Nominee must be a registered 4-H Saskatchewan member or leader in good standing.

Nominee Information

Name: _____

Address: _____

Email: _____ Phone: _____

Club: _____ District: _____

I am a: Registered 4-H Member applying for
the member delegate position

Registered 4-H Leader applying for a
regional leader delegate position

Nominee Questions

Please attach an additional document with answers to the following questions. These answers will be used in your nominee profile. Also, one of the questions will be asked during the election at AGM and you will be given a chance to speak to it. If you are unable to attend, your provided answer will be read on your behalf.

1. What interests you about being a director on the Saskatchewan 4-H Council?
2. What do you feel are some of the biggest opportunities for 4-H Saskatchewan as a provincial youth movement?
3. What do you feel are some of the biggest challenges going forward for 4-H Saskatchewan as an organization?

Nominee Biography

Please provide a brief biography (approx, 300-400 words). This should highlight your current 4-H role, your 4-H involvement and experience. You are encouraged to include your background, skills, training, special expertise or work experience, involvement on other boards or community organizations that you feel are relevant to the role. We recommend closing with why you want to join the board or what you feel you could contribute or gain from the experience.

Please note: this biography will be used exactly as provided as your nominee profile, which will be publicly available prior to election.

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- Leader nominees must meet the requirements of a Trained Leader (a). Member delegates will need to complete the requirement of a Trained Leader (A) if elected.
 - Leader delegates must run in the region that your club is located in.

Nominee Endorsements

Each director nominee require the signatures of two 4-H Saskatchewan leaders in good standing to endorse their nomination, at least one of which must be from a different 4-H club.

Name: _____ Signature: _____

Name: _____ Signature: _____

Nominee Consent & Commitment

By signing below, I (print name) _____

- agree to let my name stand for this position as a director of the Saskatchewan 4-H Council. I understand that nominations can be withdrawn at any time.
- understand this form is a nomination for the position. Information provided will be used to create a biography which will be publicly available in February. The election will take place at the Saskatchewan 4-H Council Annual General Meeting. All nominees present will have the opportunity to speak about their interest and suitability for the position.
- confirm that I am a registered 4-H Saskatchewan member or leader in good standing. Leaders must have valid screening and meeting the requirements of a Trained Leader (A) to be nominated.
- confirm that I will be at least 18 years of age as of the date of the Annual General Meeting (March 23, 2025).
- have reviewed the BOD Job Description and have contact the Provincial 4-H Office with any questions about the position and its responsibilities.

I commit to fulfilling the duties of a Director of the Saskatchewan 4-H Council, if elected. I understand:

- that there are required duties and expectations of this position, including travel to attend board meetings, attending the Annual General Meeting, as well as other 4-H events in the province. I commit to endeavor to attending such events and representing the board in a positive way.
- this is a commitment of up to three years (3-year terms for leaders; 2-year terms for members.)
- each director also serves on board committees, Directors will be asked for their preferences, but are not guaranteed to serve on those they prefer. I agree to serve on committees as assigned.
- that I must remain a registered 4-H Saskatchewan member/leader in good standing to continue in this position. All directors must meet the requirements of a Trained Leader (A). Member delegates must complete this screening prior to their first meeting.
- I would take on the legal responsibility of a director of a non-profit organization (fiduciary duty.) I commit to acting honestly, in good faith, and in the best interests of the organization. I agree to uphold the duty of care, the duty of loyalty, and the duty of obedience.

Signature: _____ Date: _____

The nomination deadline is January 15, 2025.

Please return form to: 4-H Saskatchewan Nominations Committee c/o Aubrey Eaton via email | manager@4-h.sk.ca
Questions can be directed to Aubrey Eaton, Executive Director, at 306-380-4490 or manager@4-h.sk.ca