



Job Description

Position Title: Board Member

Description: The mission of Mental Health Research Canada (MHRC) is to fund innovative mental health research across the country and to build Canada's mental health research infrastructure by supporting the development of graduate students and fellows in their research fields through Grant, Fellowship and Studentship programs.

MHRC is a national charitable organization and builds upon the 55 year record of achievement in mental health research funding by the former Ontario Mental Health Foundation. It will begin operation as a federal not-for-profit corporation under the Canada Not-for-profit Corporation Act (CNCA) on April 1, 2018.

Qualifications: As a member of the board of directors of the MHRC, you will be responsible for directing its affairs in accordance with applicable federal legislation under the CNCA.

Serving on the Board of the MHRC is a part-time appointment which involves a significant commitment. Meetings and/or teleconferences can occur during and outside normal business hours. Candidates should consider their ability to make such a commitment as part of their decision to express interest in serving on the MHRC Board.

Candidates should have significant experience in areas that would be relevant to the MHRC position, including one or more of the following areas:

- Mental Health
- Research into Mental Health, Health
- Community organizer, advocate
- Lived Experience, peer support, caregiving in mental health field
- Government Relations
- Law
- Fundraising
- Finance

Duties: Board members are legally responsible for all MHRC activities and are expected to carry out their duties prudently. Your role is to define/redefine the missions and policies, to monitor the mission, develop short and long-term strategic plans, oversee finance, be informed advocates and share your time, talent and influence.

As program overseers, your role is to monitor progress against goals and objectives, set policy direction, and recommend changes to programs.

As evaluators, your role is to judge successes, strengths and weaknesses, and recommend changes for improved performance.

As planners, your role is to approve goals and objectives, establish new strategic plans periodically, as required.



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To enable the board to accomplish its responsibilities efficiently, you are expected to serve on a committee based on your interest and expertise, as required.

As a board member you are required to be informed about the MHRC. As the lead advocates for MHRC, you must be able to converse confidently about the mission, goals and activities.

MHRC is a national charitable organization and relies upon annual donations from individuals, corporations, foundations and government to fulfill its mandate. To assist these fundraising efforts, it is important for board members to contribute in a variety of ways, including assisting fundraising activities which could range from attending donor meetings, introducing others to the work of MHRC to thanking donors. Experience as a board member or staff at another charitable organization is an asset.

Board members are required to sign and abide by a conflict of interest policy.

Terms: Directors, including the chair and officers, are appointed for a three-year term and are subject to renewal.

Time Commitment: The board meets four to six times per year. In person attendance at 50% of board meetings is required. Attendance at the Annual General Meeting is expected. Board meetings are held in Toronto.

Reimbursement: Board members will receive reimbursement of mileage/travel expenses at the fixed government rate as prescribed by the *Management Board of Cabinet's Travel, Meal and Hospitality Expenses Directive* for MHRC required business.

More information: To learn more about the MHRC please visit www.mrhc.ca

How to Apply: To apply online, please email your resume and cover letter to info@mhrc.ca

Mental Health Research Canada strives to foster inclusivity and we encourage applicants from a diversity of backgrounds.