



Kawartha-Haliburton Children’s Foundation – Skills Matrix

Please complete this chart, so that the information may be used in our search effort and to help maintain an appropriate balance of skills and experience in the Kawartha-Haliburton Children's Foundation Board of Directors. Check the box beside the categories to indicate your level of experience.

Name: _____ Date: _____

BACKGROUND AND EXPERIENCE	None	Some	Competent
AREAS OF EXPERTISE SKILLS OR SPECIALIZED KNOWLEDGE			
Finance Management/Accounting			
Governance			
Strategic Planning			
Communications/Marketing/Public Relations			
Fundraising			
Child Welfare/Children’s Aid Society			
Human Relations/Employment Law			
Volunteer Management and Leadership			
Education/School System			
Community Connections			

OTHER AREAS OF CONSIDERATION	Applicable	Not applicable
Geographic location within KHCAS jurisdiction		
Indigenous Heritage		
Cultural diversity considerations that reflect KHCAS communities		
Previous Experience on a Board of Directors		

Board Composition Skills Matrix - Glossary of Terms

AREAS OF EXPERTISE, SKILL OR SPECIALIZED KNOWLEDGE:

Financial Management/Accounting: Practical understanding of accounts received, investing and financial administrative functions. Meets financial literacy capability requirements for government and not-for-profit industry standards. Maintains practical knowledge of internal controls and accounting methods. Has, or had, an accounting designation, is a certified financial planner or was employed in the financial management field.

Governance: Demonstrated experience with Non-Profit Board Governance practices and principles. Proven experience with enterprise risk management processes in identifying and monitoring risks relevant to the organization.

Strategic Planning: Demonstrated ability to think critically about systems issues and the role an organization takes on within those systems. Experience developing multi year strategic plans for an organization.

Communications/Marketing/Public Relations: Demonstrated experience in media management, the use of social media, emergency communications and strategic public relations marketing. Experience planning, marketing, and running events.

Fundraising: experience raising funds for a non-profit or charity

Child Welfare/Children's Aid Society: Experience and demonstrated understanding of the principles and process of the child welfare sector including funding, administration, legal and regulatory systems, public and media management and related government policies. Has lived experience, employment or volunteer experience with the Children's Aid Society.

Human Resources/Employment Law: Experience developing and implementing policies and practices that support an organization's talent resources, including direct experience with talent acquisition, performance management, labour relations, and succession planning. Practical knowledge in the application of and compliance to applicable employment legislation, regulations and specific laws. Proven experience and working knowledge of business and/or corporate law. Work, or have worked, as a lawyer, paralegal or employment in the justice field.

Volunteer Management and Leadership: Experience volunteering, leading volunteers or recruiting volunteers in the capacity of a not-for-profit organization.

Education/School System: Experience and demonstrated understanding of the principles and process of the K-12 education sector. Experience working or volunteering in the education sector. Employment experience as a teacher, educational assistant or otherwise work, or have worked, in the K-12 education system.

Community Connections: Involved and connected to organizations, clubs, groups in the community through volunteer and employment opportunities.

Geographic location within KHCAS jurisdiction: Live or work in Peterborough, Peterborough County, Kawartha Lakes, Lindsay, Haliburton or Haliburton County.

Indigenous Heritage: Self Identify as having First Nation, Metis or Inuit heritage or ancestry

Cultural Diversity: Representation from equity-seeking communities

Experience as a Member of a Board of Directors: Previously volunteered as a member of Board of Directors. History of preparing for and contributing to Board of Director meetings and committees. Strong and consistent commitment to the required number of hours to fulfill a volunteer Board of Director position.