



NOVA SCOTIA COLLEGE OF
Dietitians AND
Nutritionists

Application for Nomination

Board of Directors

The Nova Scotia College of Dietitians and Nutritionists (NSCDN) is seeking a dietitian with an active-practice license to join the Board of Directors. The College is governed by its Board of Directors, which is composed of dietitians and members of the public appointed by the Governor in Council.

Board of Directors Information

In addition to meeting the requirements established by law and bylaws, NSCDN's board of directors will be accountable to provide effective oversight, stewardship and strategic leadership. The Board will ensure that NSCDN affairs are conducted in a way that achieves the College's mission and vision and reflects values.

Key Governance Responsibilities:

- Vision, Mission & Values.
- Risk Oversight / Quality Assurance.
- Board Effectiveness & Efficiency.
- Accountability / Strategic Planning.
- Stakeholder Relations.
- Human Resource Oversight.

The activities of the Board are conducted in accordance with the Act, Regulations, Bylaws and relevant NSCDN policies.

The Board is composed of the chair, the chair-elect, the past chair and the treasurer; two members at large; and two to three public members. It normally meets four times per year. Meetings may be held in person or virtually. Travel costs are covered by the NSCDN for those who reside outside of the geographical location of where an in-person meeting is held. An honorarium is provided to NSCDN Board members to help offset the personal financial cost of their volunteer hours.

Application Requirements

All applicants must submit the following:

- Application form
- Conflict of Interest Declaration form (found on page 5)
- Current resume

Please contact NSCDN at registration@nscdn.ca with any questions or requests for assistance regarding the application process.

Application Form

SECTION 1 – APPLICANT INFORMATION

Full Name: _____

Mailing Address: _____

Phone Number: _____

Email: _____

SECTION 2 – SELF-IDENTIFIED COMPETENCIES AND ATTRIBUTES

Knowledge/Understanding of	Yes	No
Governance		
Regulatory Policy		
Policy Development		
Risk Management		
Finance		
Critical Thinking/Problem-solving		
Effective Communication		
Strategic Planning		
Cultural Safety and Humility		
Time-Management		
Experience in	Yes	No
Leadership		
Chair Experience		
Policy Development		
Cultural Safety and Humility		
Teamwork		
Objectivity		
Governance		
Effective Communication		
Risk Management		
Relationship Building		
Finance		

Please elaborate on these in the statement of interest below.

SECTION 3 – STATEMENT OF INTEREST

Why are you interested in this volunteer position? Please use this space to describe any qualities or skills you would like to share for consideration.

SECTION 4 – EQUITY, DIVERSITY and INCLUSION DISCLOSURE

NSCDN is committed to fostering diversity and inclusion and strives to have representation from individuals who identify as Indigenous People, African Nova Scotians, People of Colour, Persons with Disabilities, 2SLGBTQIA+ and immigrants.

The board reflects broad representation from individuals in diverse practice areas, geographical locations, and urban and rural practice settings to reflect the diversity of the profession and the Nova Scotia population. Those with experience working with marginalized populations and knowledge of cultural safety and humility would also be helpful to support board work.

You are invited to self-identify in as many categories as apply to you as you wish. You may identify in more than one group. Please describe all with which you self-identify.

Important Information:

Please return the application form (3 pages) along with, resume and Conflict of Interest Declaration Form to the Nova Scotia College of Dietitians and Nutritionists by mail: 380 Bedford Highway, Suite 301, Halifax, Nova Scotia, B3M 2L4 or by email: registration@nscdn.ca

Conflict of Interest Declaration Form

All board members are expected to act fairly, impartially, and in the public interest in carrying out their responsibilities. When applying for nomination as a board member to the Nova Scotia College of Dietitians and Nutritionists, you are required to disclose any interests which conflict, could conflict or may reasonably be seen to conflict with your responsibilities as board member. A board member would be perceived to have a conflict of interest if a reasonable person, knowing the relevant facts, would believe that the board member's position or relationship with another organization, or the board member's personal interests, whether financial or otherwise, would be sufficient to influence the objectivity of their board duties.

Name: _____

Declaration:

- I have no conflicts of interest to declare at this time.
- I have interests to declare which may actually, potentially or be perceived to conflict with my responsibilities as a board member. If you are not sure, please explain. Attach additional sheets if you need more space:

I, _____, declare that the information provided on this form is a complete and accurate statement of any actual, potential or reasonably perceived conflict(s) of interest affecting me as a candidate for NSCDN's Board of Directors of which I am aware at this time.

Applicant signature: _____

Date: _____