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## Call for Nominations to Parkinson Association of Alberta Board of Directors (two-year term)

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Parkinson Association of Alberta (PAA) empowers individuals and families throughout their Parkinson's journey, responding to each unique need with knowledgeable and compassionate support. Guided by this mission, our Board of Directors provides strategic leadership, governance, and stewardship to ensure PAA continues to serve communities across Alberta with integrity, impact, and care.

We are currently seeking two (2) committed and experienced individuals to join our Board of Directors and contribute to the long-term strength and sustainability of the organization.

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

The Board supports the work of Parkinson Association of Alberta by providing mission-based leadership and strategic governance in accordance with PAA's vision, mission, and values. While day-to-day operations are managed by the Executive Director (ED), the Board's involvement is both critical and expected.

Board members have a fiduciary duty to act honestly and in good faith, always in the best interests of PAA.

### **Key Responsibilities**

Leadership, Governance, and Oversight

Board members are expected to:

- Serve as trusted advisors to the Executive Director as PAA develops and implements strategic plans and objectives
- Review outcomes and performance metrics used to evaluate organizational effectiveness and impact
- Attend scheduled Board meetings, special meetings, and the Annual General Meeting
- Review agendas and materials in advance to participate meaningfully in discussions and decision-making
- Approve the annual budget, audit reports, and material business decisions, and fulfill all legal and fiduciary obligations of a director
- Participate in the annual performance evaluation of the Executive Director
- Engage in periodic Board and individual self-assessments
- Assist in identifying and recruiting new Board and committee members
- Support the implementation of Board resolutions, drawing on individual expertise where appropriate
- Actively participate on at least one committee or task force and take on special assignments as needed
- Represent PAA to stakeholders and serve as an ambassador for the organization
- Contribute to PAA's commitment to diversity, ensuring the Board reflects the communities it serves across Alberta
- Build respectful, collegial relationships with fellow Board and committee members

### **Fundraising**

As a not-for-profit organization, PAA relies on donations and community support to deliver its programs and services. Board members are encouraged to:

- Consider PAA a philanthropic priority
- Make an annual personal donation at a level meaningful to them

## **Board Terms and Commitment**

- Board members serve a two-year term, with the option for re-election, effective May 30<sup>th</sup>, 2026
- Directors are required to purchase an annual PAA membership (currently \$35, subject to change)
- Board service is voluntary and unpaid; approved administrative, travel, and accommodation expenses may be reimbursed
- 6-8 virtual meetings per year via Zoom (video or telephone)
- Participation on one (1) Board Committee (4-6 virtual meetings per year)

## **Qualifications**

Ideal candidates will bring:

- Leadership experience in government, law or human resources
- A strong commitment to and understanding of PAA's mission, values, and work
- Strong interpersonal and diplomatic skills, with the ability to build consensus and foster collaboration
- Personal integrity, credibility, and a passion for improving the lives of people affected by Parkinson disease
- Completion of the ICD.D program is considered an asset

## **Why Join the PAA Board**

Serving on the Board of Parkinson Association of Alberta is an opportunity to:

- Make a meaningful impact on the lives of individuals and families living with Parkinson disease
- Contribute professional expertise to a respected, mission-driven organization
- Collaborate with a dedicated group of leaders committed to compassion, accountability, and community

## **How to Apply**

Individuals interested in serving on the Board of Directors are invited to submit a resume and a brief statement of interest outlining their background and motivation for joining the Board.

Together, we can ensure Parkinson Association of Alberta continues to provide knowledgeable, compassionate support to those who need it most

**Please forward your resume  
by email by 12:00pm – Friday, March 20<sup>th</sup>, 2026 to:**

Chair, Nominating Committee  
Parkinson Association of Alberta  
**Attention: Stephen Rex**

**Email: [ltordoff@parkinsonassociation.ca](mailto:ltordoff@parkinsonassociation.ca)**