

# Amnesty International Canadian Section (English Speaking) Competency Framework Survey for Candidates to the Board

This self-assessment survey tool has been developed by the Nominations Committee to help in the process of identifying individuals with the relevant skills, experience and behaviours to serve as elected Board members of Amnesty International Canada.

The tool will be used to assess the competencies of both the existing Board and all candidates for election. The competencies reflect behaviors, skills and knowledge required for effective functioning at Board level. Some of the competencies are very specific to Amnesty International itself, while others are typical for Board level functioning in any large organization. It is not expected that every individual Board member or nominee should be able to demonstrate a high proficiency in every area, but rather that the 10-member Board as a whole embodies the knowledge, experience and skills listed.

In practice you may have developed competence in a number of different ways, e.g. formal academic or professional training and qualifications; on the job experience in either paid or voluntary roles; or through self-development. For this reason, we ask that if you click on the higher end of a competency (i.e. you click on the 3rd or 4th option), you elaborate on your experience. Please note that for the 2018 Board, we are particularly looking for candidates with the following priority competencies: Finance and accounts management, Human Rights, Working with Youth, Gender Mainstreaming and Diversity and Equity.

Please complete the survey below:

**Full Name: \***

Middlé Lemoine

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**Running for the position of: \***

- President
- Vice-President
- Treasurer
- Director

## 1. Priority Competency: Human Rights \*

- I have a basic awareness and understanding of Canadian and international human rights issues and Amnesty International's mission.
- I have a reasonable awareness and understanding of Canadian and international human rights issues and Amnesty International's mission.
- I have solid awareness and understanding of Canadian and international human rights issues and Amnesty International's mission.
- I have an excellent awareness and understanding of Canadian and international human rights issues and Amnesty International's mission.

If you have checked off one of the last two options, please elaborate on your experience:

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## 2. Fundraising \*

- I have limited personal exposure to voluntary or private fundraising schemes.
- I have moderate professional fundraising experience.
- I have participated in fund-raising activities at the professional and leadership level, as indicated below.
- I have advanced marketing and fundraising experience in a complex organization as demonstrated below.

If you have checked off one of the last two options, please elaborate on your experience:

I organized a student led United Nations training seminar with the aid of a partnering non-profit organization at my university last year. I was able to raise roughly \$6,000.00 to fund the event through academic grants and individual donations.

Likewise, as a current public relations student at Algonquin college, I am currently working on a fund raising proposal project for the Boys & Girls Club of Ottawa.

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### 3. Information Technology \*

- I have little knowledge of IT beyond my use of computers for basic needs such as email, word processing, etc.
- I have experience with a variety of software and platforms as a user.
- In addition to strong computer skills, I have been involved in the design or implementation of IT systems from the user or customer point of view, as detailed below.
- I am an IT professional with substantial experience designing and implementing complex systems in the not-for-profit sector or elsewhere, as indicated below.

If you have checked off one of the last two options, please elaborate on your experience:

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#### 4. Priority Competency: Gender Mainstreaming \*

- I have a limited understanding of the concepts of gender equality and gender discrimination and how they relate to Amnesty International.
- I have a moderate understanding of the concepts of gender equality and gender discrimination and how they relate to Amnesty International.
- I have an above average understanding of the concepts of gender equality and gender discrimination and how they relate to Amnesty International.
- I have a proven track record of leadership in advancing gender equality and gender discrimination, and understanding how they relate to Amnesty International.

If you have checked off one of the last two options, please elaborate on your experience:

I was previously enrolled in a doctorate program 'International Development & Global Studies' at the university of Ottawa for a year and half and this subject matter was addressed within the context of several different courses. I attended various academic conferences relating to the subject as well.

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#### 5. Priority Competency: Working with Youth \*

- I have a limited understanding of how to implement youth-inclusive policies and practices, my level of engagement with youth is minimal, and I am unfamiliar with Amnesty International's priorities for working with youth.
- I have a moderate understanding of how to implement youth-inclusive policies and practices, my level of engagement with youth is moderate, and I am somewhat familiar with Amnesty International's priorities for working with youth.
- I have an above average understanding of how to implement youth-inclusive policies and practices, my level of engagement with youth is strong, and I am familiar with Amnesty International's priorities for working with youth.
- I have a proven track record of leadership in advancing youth-inclusive policies and practices, my level of engagement with youth is very high, and I am familiar with Amnesty International's priorities for working with youth.

If you have checked off one of the last two options, please elaborate on your experience:

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## 6. Priority Competency: Diversity and Equity \*

- I have a limited understanding of the concepts of diversity and equity and how they relate to Amnesty International.
- I have a moderate understanding of the concepts of diversity and equity and how they relate to Amnesty International.
- I have an above average understanding of the concepts of diversity and equity and how they relate to Amnesty International.
- I have a proven track record of leadership in advancing diversity and equity, and understanding how they relate to Amnesty International.

If you have checked off one of the last two options, please elaborate on your experience:

I was previously enrolled in a doctorate program 'International Development & Global Studies' at the university of Ottawa for a year and half and this subject matter was addressed within the context of several different courses throughout my academic studies.

I attended various academic conferences relating to the subject as well.

I have been involved in student government & held a position as part of a student union at my previous institutions. One of the responsibilities was to be a voting member of the diversity and equity committee.

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## 7. Human Resources and Organizational Development \*

- I have limited understanding HROD policies and practices, how they are created, implemented and monitored.
- I have a partial understanding HROD policies and practices, how they are created, implemented and monitored.
- I have a solid understanding of and limited experience with HROD policies and practices, how they are created, implemented and monitored.
- I have a deep understanding of and extensive experience with HROD policies and practices, how they are created, implemented and monitored.

If you have checked off one of the last two options, please elaborate on your experience:

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## 8. Governance Experience \*

- I have no or little experience serving on the Board of a national, regional or local organization, or leadership role on a comparable organization, including student councils, high school/local/university Amnesty groups).
- I have 1 to 3 years of governance experience as a Board member of a national, regional or local organization, or leadership role with a comparable organization, including student councils, high school/local/university Amnesty groups).
- I have 3 to 5 years of governance experience as a Board member of national, regional or local organization, or leadership role on with a comparable organization, including student councils, high school/local/university Amnesty groups, as indicated below.
- I have more than 5 years experience and leadership in directing a national, regional or local organization, or comparable organization, including student councils, high school/local/university Amnesty groups, as indicated below.

If you have checked off one of the last two options, please elaborate on your experience:

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## 9. Legal Knowledge \*

- I have some limited and basic knowledge of Canadian laws governing charities and not-for-profits.
- I have a reasonable knowledge of Canadian laws governing charities and not-for-profits.
- I am a lawyer with some knowledge of and experience with Canadian laws governing charities and not-for-profits.
- I am a lawyer with a high degree of knowledge of and experience knowledge of Canadian laws governing charities and not-for-profits.

If you have checked off one of the last two options, please elaborate on your experience:

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## 10. Priority Competency: Finance \*

- I have limited knowledge of financial and management accounting, including budgeting, planning, risk assessments and financial controls.
- I have a some knowledge of and experience with financial and management accounting, including budgeting, planning, risk assessments and financial controls.
- I am a fully qualified accountant with some experience with financial and management accounting, including planning, budgeting, controls, processes and risk management.
- I am a fully qualified accountant with extensive experience financial and management accounting including budgeting, planning, risk assessments and financial controls.

If you have checked off one of the last two options, please elaborate on your experience:

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## 11. Communications \*

- I have limited knowledge of strategies for communicating with members, the human rights community in Canada, diverse audiences, and the general public, including through social media.
- I have some knowledge of strategies for communicating with members, the human rights community in Canada, diverse audiences, and the general public, including through social media.
- I have above-average knowledge of and experience with strategies for communicating with members, the human rights community in Canada, diverse audiences, and the general public, including through social media.
- I am a communications professional with deep knowledge of and extensive experience with strategies for communicating with members, the human rights community in Canada, diverse audiences, and the general public, including through social media.

If you have checked off one of the last two options, please elaborate on your experience:

Previous fundraising and event planning experiences with other charities have given me the opportunity to learn how to work within the non-profit sector and develop effective social media campaigns.

Being enrolled in a public relations programs and actively working on communication campaign/fundraising project for a live client, the Boys & Girls Club of Ottawa, is providing me with the opportunity to further develop my strategic communication skills.

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## 12. Institutional Knowledge of Amnesty International Canadian Section (English Speaking)

Check all that apply

- I have a good understanding of AI Canada's priorities for the period 2016-2020.
- I have attended one or more Annual General Meetings (AGMs) and have a good understanding of decisions made at recent AGMs.
- I have held a leadership position within my local Amnesty group/network and have been actively engaged in conversations related to national and international governance issues with my group.
- I have served on one or more national-level committees within AI Canada (e.g. Nominations Committee, Fieldworker Coordinating Council, Coordinators Council, ICM Delegation, AICES Board etc.).

If you have checked off one of the last two options, please elaborate on your experience:

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## 13. French and/or Spanish language skills \*

- I have a rudimentary knowledge of French and/or Spanish. I learned French in school but have not had much reason to use it since.
- I am able to converse comfortably in French and/or Spanish.
- I can communicate fluently in French and/or Spanish, both verbally and in informal writing
- I am confident in my ability to make presentations in French and/or Spanish as well as read professional documents in French

If you have checked off one of the last two options, please elaborate on your experience:

I have completed my BA and MA in Spanish. I have been a teaching assistant for several first year Spanish courses. I am able to read, write, and communicate in Spanish with little to no difficulty.

I grew up in a French speaking household and I was enrolled in a bilingual high school even though I completed all my post -secondary studies in English/Spanish. Also, I have held previous bilingual (French/English) employment positions.

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