



## **Board of Directors – 2026 Call for Nominations**

### **Provincial/Territorial Representatives for:**

**Alberta • Northwest Territories • Manitoba • Nunavut • Quebec • New Brunswick • Newfoundland & Labrador**

Physical & Health Education Canada (PHE Canada) is looking for dynamic and skilled leaders to join our volunteer Board of Directors. PHE Canada is seeking nominations from a diversity of backgrounds and experiences to fill the above five provincial/territorial positions. These positions are two-year terms starting in November 2026.

**Deadline for application: Monday, March 23, 2026.**

Established in 1933, PHE Canada is Canada's national charitable association championing healthy, active kids through the promotion and advancement of quality physical and health education and healthy school communities to ensure each and every child and youth in Canada has the knowledge, skills, and attitudes to lead resilient, active, and healthy lives.

Through energetic partnerships, education, and engagement, PHE Canada advances and empowers the field of Physical and Health Education, both in K-12 and post-secondary education, with quality and evidence-informed learning materials, professional development, wise practices, and teaching and learning supports and direction. PHE Canada, with its partners, also generates and acts on innovative ideas, playing a critical role in promoting and advocating for the health and well-being of children and youth in Canada more broadly.

### ***Procedure***

- ❖ Any Member, or person willing and able to become a Member, of the Association can nominate a relevant candidate to the Board of Directors. The person from that province/territory shall sign the nomination along with one other person from that province/territory. The nominee must also sign the nomination with a statement of agreement.
- ❖ PHE Canada actively encourages nominations from members of groups with historical and/or current barriers to equity, including but not limited to:
  - Indigenous peoples (First Nations - includes Status, Treaty or Non-Status, Métis, and Inuit);
  - Members of groups that experience systemic oppression and discrimination due to race, ancestry, gender, colour, sexual orientation, religion and/or spiritual beliefs, or place of origin;
  - Persons with visible and/or invisible disabilities.
- ❖ A picture, contact information, and a biographical summary with relevant experience (300 words maximum) of the candidate should accompany the nomination form.
- ❖ Should there be two or more nominations submitted, the Nominations Committee will table the most appropriate candidate for that position on the Board of Directors.
- ❖ Nomination forms must be submitted to the PHE Canada office as soon as possible, but not later than Monday, March 23, 2026.



### ***Eligibility***

Eligible candidates are active in their PHE Community, have a passion for advancing and empowering the field of PHE, and eager to put their enthusiasm and expertise to work on a national scale. They are also individuals of any gender who are 18 years of age or older; have the power under law to contract; who are not an employee of PHE Canada; must be a Member or become a Member of the Association; and if nominated in the capacity of a Provincial/Territorial Representative, must reside in the province/territory for which the person was nominated and remain in that province/territory throughout the person's term.

### ***Term Limits and Responsibilities***

Board terms are for two (2) years, with a maximum of two (2) consecutive terms. All terms will take effect at the end of the Annual General Meeting at which they were elected.

Board meetings are usually held quarterly and by video conference calls, with one in-person meeting.

Board member responsibilities include:

- ❖ Establishing policies and monitoring implementation with the goal of leading the organization toward prosperity and sustainability;
- ❖ Reviewing agenda and supporting materials before Board and committee meetings;
- ❖ Attending and actively participating in meetings of the Board, and meetings of the General Assembly; *Please note that there are quarterly Board meetings, and limited funds for in-person attendance.*
- ❖ Chairing, or actively participating in, committees such as the nominating; finance and audit; inclusion, diversity, equity and accessibility; council of provinces & territories; and research committees;
- ❖ Approving annual budgets and audit reports;
- ❖ Completing a vulnerable sector and background check/screening, and required trainings;
- ❖ Supporting and encouraging opportunities for Board development;
- ❖ Representing PHE Canada to stakeholders and acting as an ambassador for the organization.

If you or someone you know is interested in contributing their expertise to our dynamic and impactful organization, please apply by **Monday, March 23, 2026**, to:

Attention: Nominations Committee

Email: [info@phecanada.ca](mailto:info@phecanada.ca)

Fax: (613) 523-1206

Mail: Physical & Health Education Canada  
2451 Riverside Drive  
Ottawa, ON K1H 7X7



## Nomination Form

### 2026 Provincial/Territorial Representative

Alberta • Northwest Territories • Manitoba • Nunavut • Quebec • New Brunswick • Newfoundland & Labrador

We, the undersigned being Members, or will become Members, of the Association, do hereby nominate  
(print name of nominee) \_\_\_\_\_  
for the position of provincial/territorial representative on the Physical & Health Education Canada  
Board of Directors to represent the province/territory of \_\_\_\_\_.

Nominator 1 (print name) \_\_\_\_\_ Signature (1) \_\_\_\_\_

Nominator 2 (print name) \_\_\_\_\_ Signature (2) \_\_\_\_\_

#### Acceptance:

I, (nominee signature) \_\_\_\_\_

whose pronouns are \_\_\_\_\_

agree to accept the nomination for the position of provincial/territorial representative on the  
Physical & Health Education Canada Board of Directors to represent the province/territory  
of \_\_\_\_\_.

- ☐ Completed form.
- ☐ A picture of the nominee.
- ☐ Contact information of the nominee (mailing address, phone number, email).
- ☐ A biographical summary (300 words maximum) of the nominee showcasing their eligibility.

Please send this completed form, a picture, contact information, and biographical summary of the  
nominee by **Monday, March 23, 2026**, to:

Attention: Nominations Committee

Email: [info@phecanada.ca](mailto:info@phecanada.ca)

Fax: (613) 523-1206

Mail: Physical & Health Education Canada  
2451 Riverside Drive  
Ottawa, ON K1H 7X7