



EQUESTRIAN CANADA (EC) DIRECTOR APPLICATION PACKAGE – 2026 ELECTION CYCLE

Invitation to Apply

Equestrian Canada (EC) is now accepting applications for its volunteer Board of Directors.

At EC, we believe that engaged, diverse, and inclusive leadership is essential to ensuring excellence in equestrian sport and building welcoming communities across Canada. We are seeking individuals whose unique skills, experiences, and backgrounds, will strengthen EC's governance, decision-making, and ability to serve all Canadians involved in equestrian sport, industry, and equine welfare.

As a member of EC's Board of Directors, you will play an important role in shaping the organization's future, advancing our mission, and contributing to meaningful work that prioritizes inclusion, accessibility, and the broader social license of equestrian sport.

We invite you to review the information below and consider how your leadership, lived experiences, and professional expertise could help shape EC's future.

If you have any questions or would like to discuss this opportunity further, please contact the Nominating Committee at nominations@equestrian.ca.

Our Vision

Fostering a love of horses and sport, for life.

Our Mission

Uniting the Canadian equestrian community in the pursuit of excellence while inspiring and serving people and their horses.

Our Core Values

- Responsibility
- Community
- Quality
- Pride



Commitment to an Accessible and Supportive Culture

Equestrian Canada is committed to maintaining an environment where all voices are heard and respected. We believe that open communication and authenticity are key to building trust and collaboration within our board and across the broader equestrian community.

We welcome and encourage applications from candidates of all backgrounds, as well as those with lived experience in rural or underrepresented equestrian communities.

Role of a Director

Serving on EC's Board of Directors offers an opportunity to contribute to national leadership in sport and governance. Effective governance safeguards EC's commitment to transparency, accountability, independent decision-making, and equestrian community participation. Directors provide oversight and strategic direction, to ensure EC upholds its vision, mission, and values. Directors must be willing to act as ambassadors for EC's mission, contribute to an inclusive culture, and represent the interests of the broader equestrian community.

Directors are expected to:

- Commit to an average of **15-20 hours per month** toward Board activities.
- Actively participate in at least one Board committee.
- Attend one annual in-person Board meeting.
- Prepare for and attend all scheduled virtual meetings.
- Uphold EC's *Governance Structure* and comply with all governance policies including the [Code of Conduct and Ethics](#) and [Screening Policy](#)

Competencies and Attributes

Ideal candidates will bring a mix of skills, perspectives, and experiences that enhance EC's governance capacity and representation of the equestrian community.

Areas of competency may include (but are not limited to):

- Governance, Policy, or Strategic Planning
- Financial Management and Risk Oversight
- Fundraising, Sponsorship, and Partnership Development
- Legal, Regulatory, or Compliance Expertise
- Digital Communication, Technology, Artificial Intelligence (AI) Expertise Marketing, Communications, or Community Building
- Equestrian Sport Development and Coaching
- Human Resources, EDI, and Organizational Culture



Eligibility (Per EC Bylaws, Article 4.5)

Equestrian Canada By-law

To be eligible for nomination, candidates must:

- Be legally able to enter into contracts;
- Be qualified to serve as a director of a registered charity;
- Not be employed by Equestrian Canada or any affiliated organizations;
- Be a Canadian citizen or permanent resident of Canada; and
- Not currently serve as a Category Voting Member or on an EC Operational Committee (unless your term has ended or you are resigning upon election).

Key Dates – 2026 Election Cycle

| Date | Milestone |
|----------------------|--|
| February 23, 2026 | Call for Nominations Opens |
| March 27, 2026 | Call for Nominations Closes at 4:00 p.m. ET* applications will NOT be accepted after 4:00 pm on Mar. 27, 2026; no exceptions |
| April 20 to 23, 2026 | Candidate Interviews conducted via Video Conference between 5:00 to 9:00 pm ET |
| April 27, 2026 | Final Candidates on the Ballot Announced |
| April 29, 2026 | Final Candidate Recorded Video Interview between 5:00 to 7:00 pm ET |
| May 26, 2026 | Voting and Election Results Announced at EC AGM |
| May 27, 2026 | Election Results Announced to the EC equestrian community |

Specific dates will be confirmed annually by the Nominating Committee.

Application Process

1. Review this *Director Application Package* in full.
2. The following items are required for a complete *Director Application package*. Submit your package to: nominations@equestrian.ca by the 4:00 p.m. ET on the closing date of March 27, 2026:
 - o **Letter of Interest** (maximum one page / 500 words) – this document is shared with Voting Members.
 - o **CV** (maximum five pages) including contact details, education, work experience, volunteer/community roles, and board experience (be mindful of including any highly personal or confidential information in your CV) – this document is shared with Voting Members.
 - o **Professional Bio** (150-200 words) – this document is shared with Voting Members.
 - o **Head Shot Photo** – Shared with Voting Members and public-facing to the equestrian community, if elected.



- **Completed and signed Director Nomination & Acceptance Form (see pages 5 and 6)**
 - This document is shared with Voting Members.
- 3. **Shortlisted candidates** will be contacted to participate in a recorded video interview with the Nominating Committee (maximum five minutes) to address questions provided by the Nominating Committee in advance of the video recorded interview. The video recorded interview will be shared with Voting Members.

Ensure Your Director Application Package Is Complete — Checklist:

- Letter of Interest
- CV (maximum 5 pages)
- Professional Bio
- Head Shot Photo
- Completed and Signed Director Nomination & Acceptance Form (pages 5 and 6)

Contact Information

For all questions or to submit your completed application: Email: nominations@equestrian.ca
Attention: Chair, Nominating Committee

Equestrian Canada thanks all applicants for their interest and commitment to advancing equestrian sport, industry, equine welfare, and governance in Canada.

Successful Candidates Elected to the EC Board of Directors Must:

- Attend the Board's annual in-person meeting, June 4-5-6-7, 2026 (inclusive).
- Complete Board onboarding, including the Non-Disclosure Agreement (NDA).
- Complete Government of Canada Safe Sport requirements.
- Uphold EC's *Governance Structure* and comply with all governance policies including the [Code of Conduct and Ethics](#) and [EC Screening Policy](#).

Director Nomination & Acceptance Form found on pages 5 and 6



EQUESTRIAN CANADA (EC) DIRECTOR NOMINATION & ACCEPTANCE FORM – 2026 ELECTION CYCLE

Instructions: Please complete all sections on both pages of this form. Submit the two-page signed form with your complete Director Application Package** to: nominations@equestrian.ca

[Director Application Package includes: **Letter of Interest, CV, Professional Bio, Headshot Photo, Nomination & Acceptance Form]

1) Nominee Information

[The individual being nominated for consideration to serve on the EC Board of Directors.]

Name of Nominee (print): _____

Email Address: _____

Phone Number: _____

Registered Participant Number*(optional): _____

OR

Name of Equine Affiliate (optional): _____

*PTSO or Equestrian Canada Sport Licence Number

2) Nominator Information

[The individual endorsing the nominee for consideration to serve on the EC Board of Directors. The nominator must be someone other than the nominee.]

Name of Nominator (print): _____

Email Address: _____

Phone Number: _____

Registered Participant Number* (optional): _____

OR

Name of Equine Affiliate (optional): _____

*PTSO or Equestrian Canada Sport Licence Number



3) Eligibility Confirmation (Per EC Bylaws, Article 4.5)

- I have the legal capacity to contract.
- I am eligible to serve as a director of a registered charity.
- I am not an employee of Equestrian Canada or a Recognized Affiliate Organization.
- I am a Canadian citizen or a permanent resident of Canada.
- I do not currently serve as a Category Voting Member or on an EC Operational Committee; or I will resign these positions within ten (10) days of election and/or consent to serve, as applicable.

4) Candidate Consent & Undertakings

I hereby apply as a candidate for Director on the Equestrian Canada (EC) Board. I support EC's Vision and Mission and agree to be bound by EC's policies, including the [Code of Conduct and Ethics](#) and the EC Governance Structure. I accept nomination and will serve if elected.

I understand that Directors are expected to devote an average of 15-20 hours per month to Board duties (including preparing for and participating in Board and committee meetings) and to act in accordance with EC's values and confidentiality obligations.

If selected, I agree to participate in an interview with the Nominating Committee during the period that will be communicated to candidates for the 2026 election cycle. If shortlisted, I also agree to a recorded video interview which will be distributed to the Voting Members.

Successful candidates will be introduced at Equestrian Canada's Annual General Meeting (AGM).

I certify that I satisfy all requirements for directors of non-profit corporations, including under the Canada Not-for-profit Corporations Act. I authorize Equestrian Canada to verify the accuracy of the information in my application and agree to cooperate in providing any documents reasonably required to confirm the information provided. As part of the application and interview process, I agree to disclose any actual or perceived conflicts of interest that may arise if elected to serve on the EC Board of Directors.

I certify that, to the best of my knowledge, the information I have provided in my Director Application Package is true, accurate, and complete.

Signature of Nominee / Applicant: _____

Print Name (Nominee / Applicant): _____

Date (YYYY-MM-DD): _____

***Note:** The Nominating Committee is bound by confidentiality under their NDA. Therefore, Director Application Packages and recorded video interviews will remain confidential. The Nominating Committee must destroy any downloaded copies after the election results are confirmed.*