

TREASURES *For Your* HOME *Society*

Volunteer Board Director

Responsibilities:

- Legal and fiduciary responsibilities
- Board Meeting attendance
- Sub committee participation

Key Duties:

- Steward the Vision, Mission and values of the organization;
- Focus on the high-level strategy, oversight and accountability of the Society;
- Administer the affairs of the Society;
- Prepare for and attend monthly board meetings'
- Review and make recommendations regarding community funding and gifting;
- Review monthly financial statements and participate in oversight of the annual budget throughout the year to support the financial health of the organization;
- Make annual decisions on staff compensation on a daily basis;
- Contribute to bylaw, policy and guideline development and monitoring;
- Participate in sub committee as needed;
- Occasionally attend cheque presentation of represent the Society at local events.

Knowledge, Qualities & Skills

- An understanding of the community and its needs;
- Unbiased decision-making ability;
- A team player with strong interpersonal skills who works well in a group;
- Problem solving skills;
- Financial acumen;
- Prior non-profit Board experience is an asset but not required.

Required Commitment:

- Active participation in preparation for and attendance at monthly meetings (2 hours);
- 2 year Term with the potential for renewal.

Benefits:

- Knowing you are making a difference in the community;
- Having the opportunity to make new and further develop existing skills;
- Building a sense of pride in helping the organization to achieve its vision and mission;
- Contributing to a positive and function board team and organization.