

## Board Governance Opportunity

### Position

CultureLink Settlement & Community Services ('CultureLink') is seeking a volunteer Board member who shares CultureLink's vision, with a commitment to the direction of our work, and is reflective of our diverse community. The successful candidate will be passionate about serving the settlement non-profit sector, identify with the vision & values of CultureLink, and will have high ethical standards. Experience with board governance, leadership, corporate partnerships or sponsorships, or employment law is preferred, but not mandatory.

### Organization

CultureLink Settlement & Community Services is dedicated to facilitating the active participation and integration of newcomers and the broader community, recognizing the interdependence of these groups in our society. We envision a healthy, equitable, inclusive, and welcoming society that works together to engage and integrate newcomers and other community members into Canadian life. To learn more about CultureLink, please visit our website at:

<https://www.culturelink.ca/>

### Major Responsibilities

As a board member, you will be responsible for:

- The governance of the organization
- Strategic direction
- Oversight of the organization's financial management, risk management programming and personnel management practices

### Time Commitments

As a board member, you will be required to attend six (6) Board meetings a year, including the Annual General Meeting. You will be required to prepare for meetings by reading the Board materials ahead of time, actively participating in and contributing to the meetings. You will also be required to join at least one Board committee and participate in their meetings (typically held 5 - 6 times per year), and any additional tasks/meetings related to the committee's focus. Where possible, you will support the organization by attending key organizational events.

### Term

The Board member serves for two (2) years with a maximum of three (3) consecutive terms.

### Qualifications and Skills

- Demonstrable familiarity with the rules of procedure in governance
- Ability to clearly separate the roles and responsibilities of staff and Board, respecting the separation of oversight from operations
- Comfortable with strategic analysis, performance and measurement assessment with an ability to evaluate organizational performance across multiple areas (e.g., financial, operational, customer, etc.)
- Collaborates with fellow directors in a progressive way to advance the mission, vision and values of the organization
- Knowledgeable about challenges experienced by newcomers and refugees to Canada and passionate about serving the settlement non-profit sector

- Identify with the vision & values of CultureLink
- Previous experience on a volunteer or corporate board is an asset
- Selected candidates must provide a satisfactory Criminal Record Check

**CultureLink's Commitment to Diversity**

We welcome racialized persons including Black Canadians, persons with disabilities (including invisible and episodic disabilities), persons who identify as LGBTQ2+, and Indigenous peoples to apply for the position.

**COVID-19 Considerations:**

All Board members are required to comply with CultureLink's mandatory vaccination policy.

**To Apply**

Kindly send your resume and cover letter to [jobspd@culturelink.ca](mailto:jobspd@culturelink.ca) by February 28, 2023. Short listed candidates will be invited for an interview.