

BOARD POSITION

Are you a strong leader with a passion for the nonprofit sector? Do you have the vision and experience to help guide the Society as it continues to grow and strengthen volunteerism across the Tri-Cities and surrounding communities? If you're ready to contribute your skills, and unique perspective to help us deepen our impact, we'd love to hear from you.

The Society is a registered charity that connects individuals with local non-profits and public serving organizations to enhance community well-being in our region. Through partnerships, programs, and events, we support Coquitlam, Port Coquitlam, Port Moody, New Westminster, and Surrey. Our Board provides strategic direction, governance, and resource development to ensure the Society's long-term sustainability and impact.

We are dedicated to building a diverse Board of Directors that reflects the communities we serve. Applications are welcome from residents living in the communities we serve, including Coquitlam, Port Coquitlam, Port Moody, New Westminster, and Surrey.

We encourage applications from anyone who reflects the diversity of our communities. Including racialized people, LGBTQ+ individuals, people with disabilities, gender-diverse Canadians, Indigenous peoples (First Nations, Métis, Inuit), and youth 18 years and older.

ABOUT THE ROLE

A Board Member holds a volunteer position central to guiding the organization's mission and strategic direction. Board Members work in collaboration with the Executive Director and fellow Directors to ensure strong governance, support committees, and foster a culture of teamwork, accountability, and philanthropy. This is an opportunity to contribute meaningfully to the Society's impact and help shape the future of volunteerism in our region.

BOARD MEMBER RESPONSIBILITIES

(What Members of the Board of Directors do)

- Champion the mission: Understand and actively support the Society's mission and vision in all board work and decisions.
- Be an ambassador: Represent the Society positively within your networks and communities, helping raise awareness of our role and impact.

- Provide strategic oversight: Work with fellow Directors and the Executive Director to set priorities that align with the Society's mission and vision and monitor progress.
- Ensure strong governance: Uphold bylaws, key policies, and legal requirements, ensuring the Society operates with integrity and accountability.
- Practice financial stewardship: Approve budgets, monitor financial performance, and help safeguard the Society's long-term sustainability.
- Engage in the community: Attend and represent the Society at community events, strengthening relationships and building partnerships.
- Support the Society's work: Assist with outreach and initiatives that advance the mission, helping to strengthen community connections and enhance the Society's impact.
- Participate in committees: Serve on a committee to bring your skills and expertise to advance the Society's work.
- Safeguard the organization: Help identify, discuss, and mitigate potential risks to the Society's reputation, finances, and operations.

EXPECTATIONS

(How Board Members Show Up)

- Commit time and energy: Attend bi-monthly board meetings and other meetings as needed, arriving prepared by reviewing materials in advance.
- Engage fully: Contribute actively to discussions, decisions, and collective problem-solving at the board table.
- Support leadership structure: Respect the unique responsibilities of each role (Chair, Vice Chair, Treasurer, Secretary).
- Contribute generously: Support fundraising by advocating for the Society, making connections, and offering a personal financial contribution that reflects individual capacity.
- Show up in the community: Participate in Society events such as the Volunteer Fair and other activities that connect us with the public.
- Uphold trust: Demonstrate ethical conduct, avoid conflicts of interest, and act at all times in the best interest of the Society.