



SCARBOROUGH  
WOMEN'S CENTRE

### **JOIN OUR BOARD OF DIRECTORS OR VOLUNTEER ON A COMMITTEE**

Scarborough Women's Centre invites nominations for our volunteer Board of Directors, and our Board committees. The Board is responsible for overall policy direction, and ensures that adequate resources exist to accomplish the agency's mission

Board members commit approximately ten to fifteen hours per month, attend monthly Board meetings, and participate in one additional committee: Communications; Fundraising; Finance; Grants Review; Board Governance; Strategic Planning.

Women representative of the community we serve - diverse backgrounds, all economic situations, and women with disabilities, are especially encouraged to apply. We are particularly looking for those with experience in such areas as fundraising, legal, communications/marketing.

If you would like to be part of a growing agency concerned about the needs of Scarborough women, we look forward to hearing from you! You are also welcome to nominate someone you think would be a good Board or committee member. **PLEASE APPLY BY MAY 1<sup>st</sup>, 2018.**

Scarborough Women's Centre is a non-profit charitable organization serving and supported by Scarborough women. The Centre delivers programs and services to promote positive change for women in a safe, inclusive and welcoming environment. The Centre empowers women to become economically and emotionally independent for future success and to strengthen their local communities, free from violence.

We are celebrating our 35<sup>th</sup> anniversary of service in 2017-18.

The Centre is a dynamic organization, supporting women to make brighter futures. Some current new initiatives include: outreach to isolated senior women and to LGBTQ individuals.

[www.scarboroughwomenscentre.ca](http://www.scarboroughwomenscentre.ca)

## **INFORMATION FOR VOLUNTEERS INTERESTED IN BOARD OR COMMITTEE MEMBERSHIP**

**Mission Statement** Scarborough Women's Centre (SWC) delivers programs and services to promote positive change for women in a safe, inclusive and welcoming environment. The Centre empowers women to become economically and emotionally independent for future success and to strengthen their local communities, free from violence.

**Mandate of the Board** A non-profit charitable organization (#10875-9660-RR0001) established in 1982 and incorporated in 1983, SWC is managed by a community-based, volunteer Board of Directors who set policy, plan, and ensure that adequate resources are available to fulfill our mission. There are up to 12 Board members. The Board meets regularly with the Executive Director to monitor agency progress and needs, and provide direction. The ED is responsible for day-to-day operations and is a resource to the Board. Board members do not engage in direct service activities with clients.

**Board Application process** The Nominations process involves submitting a current resume and/or letter indicating interest, followed by an interview with the Nominations committee in April through June. References will be requested. The current Board will review the applications at its July meeting, and bring recommendations to the membership at the Annual General Meeting. The Membership elects Board members at its Annual General Meeting each fall, for terms of three years. Should a vacancy arise, it may be filled through election by Board members at their monthly meeting, and ratified by the Membership at the next General Meeting. A New Board Member Orientation is offered to incoming Board members. We are looking for additional board members for September.

**Committees** Each Board member participates in one committee.

- (1) Executive Committee is made up of the President, Vice President, Treasurer, Secretary and Past President, who are signing officers of the Board.
- (2) Fundraising Committee supports the fundraising strategy, which includes foundation and corporate requests, individual and direct mail campaigns and donor recognition to ensure adequate financial resources.
- (3) Communications Committee works to enhance the effectiveness of agency communications platforms to reach out to marginalized women, referral agents, donors and the community.
- (4) Strategic Planning Committee develops the strategic plan and directions with input from agency members, volunteers, Board, staff and community partners, and monitors progress.
- (5) Finance Committee is responsible for stewardship of the Centre's financial resources
- (6) Governance Committee supports the work of the Board and keeps agency policies current.
- (7) Grants Review Committee reviews sustainability, deliverables and budgets for major grants.

**Time Commitment** The Board meets once a month, normally on a Wednesday evening from 6:30 to 9 pm. With Committee work, most Board members contribute 10-15 hours per month to the Centre, or approximately 120 hours per year. All Board members support the fundraising activities of the agency.

**For further information**, or to indicate your interest in Board membership, contact Lynda Kosowan, MSW, RSW, Executive Director [ed@scarboroughwomenscentre.ca](mailto:ed@scarboroughwomenscentre.ca) Please include your resume and a covering letter discussing your interest. **PLEASE APPLY BY MAY 1<sup>ST</sup>, 2018.** Thank you!  
February 2018