

REACH Edmonton

Board Member Job Description

Positions:	Board Treasurer
Time Commitment:	Approximately 4-6 hours per month to attend monthly board and committee meetings (up to 2 hours long each), participate in an annual retreat and attend special events.
Term:	Three (3) years with potential to extend one additional term.
Application deadline:	November 30, 2022

About the Opportunity


REACH Edmonton is recruiting for a **Volunteer Board Treasurer** to bring their diverse perspectives, knowledge, skills, lived and professional experiences to this leadership role.

About REACH Edmonton

REACH is Edmonton's Council for Safe Communities. We are a backbone organization striving for collective impact. We support and bring together organizations, community groups and Edmontonians to co-develop solutions to make Edmonton a safer city for everyone. We partner on prevention strategies that address the root causes of conditions that place children, youth and families at risk of poor outcomes.


REACH Vision

A city in which every Edmontonian contributes to a community where everyone is safe and feels safe.



REACH Mission

To inspire citizen engagement and coordinated agency action to strengthen and sustain community safety in Edmonton.



About the Role

The Board of Directors is responsible for the governance of REACH Edmonton. As a member of the Board, a Director's role is to guide the strategic direction of the organization in making Edmonton safer for everyone. The Board Treasurer is expected to Chair the Finance Audit Committee working with the Executive Director and the REACH Finance Team.

REACH Edmonton is accountable to the City of Edmonton, funders, and stakeholders. The Board of Directors provides oversight and is responsible for REACH Edmonton's performance in achieving its goals, and for effective financial management of the organization.

Board Member Expectations

- Support and advocate for the vision, mission, [core values](#) and mandate of REACH Edmonton
- Become informed about community safety and crime prevention issues
- Be committed to diversity and inclusion principles, and develop inclusive and equitable relationships with Board members, staff, and community
- Develop, approve, monitor, and evaluate the Board's strategic direction, policies, and budgets
- Actively participate in Board and Committee meetings:
 - Review materials, prepare for meetings, and engage in discussions and decision-making
- Actively participate in board discussions and support the decisions of the Board after a decision has been made
- Approve the hiring of the REACH Edmonton Executive Director and contribute to the Executive Director's annual performance evaluation
- Attend the annual retreat, special events and the Annual General Meeting
- Bring and share lived experience, skills, and network contacts
- Develop skills through attending workshops and training sessions
- Able to commit approximately 4-6 hours per month to attend meetings and events:
 - The Board meets approximately 10 times a year or as required
 - Committees normally meet monthly

Desired Qualifications and Experience

- Commitment to REACH Edmonton's vision, mission, and values
- Experience with or knowledge in one or more areas of board governance.
- CPA or other Financial Designation is preferable
- Knowledge of or experience in one more of the following:
 - Not-for-profit organization
 - Business acumen/experience
 - Strategic planning or project management
 - Building community capacity or partnership
 - Diversity, inclusion, equity and anti-racism principles and practices
 - Working with people from diverse racial, ethnic, and socio-economic backgrounds
 - Legal expertise/experience

Remuneration

None. Board members serve in a voluntary capacity; however, members will be compensated for any approved out-of-pocket receipts such as parking, bus fare, taxis, including childcare (for meeting attendance) incurred because of conducting board activities.

To Apply

Please email your resume to the attention of Michelle Harvey at hr@reachedmonton.ca.

Donna Ludvigsen (donna.ludvigsen@outlook.com), REACH Edmonton Chair, is also available to answer questions about the role and selection process.

The Selection Process

The Board Recruitment Sub-Committee will review all applications and interview a short-list of candidates.

We will make every effort to accommodate candidates' needs in all parts of the recruitment process.

Commitment to Equity

REACH Edmonton is committed to inclusion and equity and strives for a Board that reflects the rich diversity of our community. At REACH Edmonton, diversity means understanding, recognizing, and valuing the differences that make each person unique. We are committed to removing barriers faced by under-represented groups.

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We thank you for your interest in the governance of REACH Edmonton, and appreciate the effort required to apply for this position. Applicants will be contacted by Jan Fox if they are selected for an interview.

REACH acknowledges the work it does in Treaty 6 Territory. Together we acknowledge all the many First Nations, Metis, and Inuit whose footsteps have marked these lands for centuries.