

VOLUNTEER BOARD OF DIRECTORS – TERMS OF REFERENCE

Community Living Oshawa/Clarington is an accredited, non-profit organization dedicated to supporting the achievement of personal outcomes for people with developmental disabilities. We are currently accepting applications and nominations for members of the Board of Directors and committees of the Board.

PURPOSE:

To guide the organization, in partnership with the Executive Director and Senior Management Team, through the implementation of the organizational strategic plan.

ROLE/RESPONSIBILITIES:

- Attend monthly Board meetings
- Participate on one other standing committee of the Board
- Support and attend agency events when possible

SKILLS AND COMPETENCIES:

- Advocacy
- Culture and Diversity
- Non-profit organizations
- Health
- Information Technology (IT)
- Real Estate
- Social Services

TRAINING REQUIREMENTS:

- Board or committee experience
- Understanding of Roberts Rules of Order
- Strategic planning skills

TIME COMMITMENT: 4 – 10 hours per month

LOCATION: 39 Wellington Ave. East, Oshawa - (Event locations may vary)

SUPPORT FOR SUCCESS:

- Initial orientation and Board Orientation Manual
- Board orientation visits
- Mentoring
- Ongoing training sessions

BENEFITS:

- Assist in bringing new opportunities and experiences to individuals with a developmental disability, and the fulfillment of knowing that you are making a difference in someone's life!
- Exposure to non-profit and governance model which may be applied into future professional goals.
- Leadership experience.
- Strategic and facilitation skills.

For an application, nomination form, or further information, please contact Wendy Shaw, Executive Assistant to the Board of Directors at wshaw@communitylivingoc.ca , or by phone at 905-576-3011 ext. 330.