

Wilma's Transition Society *Board Nomination Package*

Volunteer Opportunity

To become a member of the Board of Directors of Wilma's Transition Society

Position Summary

Are you interested in volunteering in your community as a Board Member that supports an organization through judgement free views and that is committed to assisting women and children. We are excited to welcome those who are interested in this position and thank you for your time and consideration. We are looking for individuals who are interested in volunteering for 2 year elected terms on our Board of Directors through a once monthly commitment with the potential of rare additional requirements as needed. Wilma's Transition Society works from a culturally safe and intersectional feminist lens. We provide services with a passion and focus on self-care, respect, compassion and collaboration to be able to respond to the needs of our community. We are committed to upholding our values of diversity, equity and inclusion on a governing board. We welcome applications from all qualified individuals including but not limited to Indigenous peoples and minority populations, persons of any sexual or gender orientation, individuals living with disabilities or any other individual that wants to uphold our views and has a passion to make a difference in the lives of individuals experiencing or who have experienced gender based violence.

Board Role

Board Members are Encouraged to:

- Commit to the objectives and values of Wilma's Transition Society, providing effective Board-level support to ensure the organizations success in fulfilling its mission and maintaining its financial health
- Regularly attend monthly board meetings at our outreach office, special functions of the Board (as scheduled) and participate in board committees, organization functions/events and/or accept project specific committee assignments; to support the work and mission of the organization
- Understand and support the society's foundational documents, including the constitution, bylaws, mission, vision and strategic plans
- Contribute to effective board governance decision making and provide thoughtful comments and input as needed
- Run overall governance of Wilma's by establishing and monitoring policies and programs and supporting development and effectiveness of the Board
- Establish strategic purpose and direction of Wilma's by participating in regular strategic planning and monitoring performance towards the plans results
- Represent Wilma's and its programs and services to stakeholders, including community funders and clients
- Ensure the financial health of Wilma's by complying with fiscal policies and procedures and through ongoing analysis of financial reports
- Hire the Executive Director while ensuring that they have the necessary leadership abilities, skills, experience, education and personality to lead Wilma's into its full potential and monitoring the ED's performance towards responsibilities and yearly objectives
- Foster relationships of trust by collaborating with other board members, the organizations executive team and additional agencies of the community for the growth and sustainability of the organization
- Ensure effective performance of agency's programs through ongoing program planning and evaluation
- Maintain confidentiality policies with respect to membership and board discussions
- Ensure compliance with federal, provincial, local and Society policy and procedures

Preferred Experience but not Required

- Experience in Board governance, legal or financial management for a non-for-profit entity
- Board members with a financial, legal or business background through work or volunteer experience
- Strong commitment to community service, family service and volunteer experience with a service-oriented mindset
- Critical thinking skills with demonstrated ability to approach challenges from a judgement free lens
- Compassion and inclusive experiences, lived in experiences or those individuals from a diverse cultural, social-economic, gender or any additional minoritized background
- We encourage candidates with a combination of lived experience, education, training and/or work experience, recognizing the value of unpaid and unrecognized labour, particularly for individuals with intersectional identities
- Experience engaging with governments and the private sector, including the emerging fields of social enterprise and corporate social responsibility
- Relevant community or industry experience such as accounting, law, social services, fundraising, human resources, facilities management, financial services or any other relevant field
- Enthusiasm and energy to work with a committed team of board members and staff to support women and children through the Fraser Valley and Metro Vancouver region

To formally apply for the Board of Directors please fill out the application below

Date: _____ Nominator (If Any): _____

Nominator Contact Information (If Any): _____

Name: _____ Phone: _____

Personal Email: _____

Address: _____

Are you currently employed? Yes No Current Employer: _____

Position (or if retired past position/experience): _____

Do you identify as Indigenous? Yes No Band Name (if applicable): _____

Please fill out the above information and attach a cover letter and your resume to provide further information on:

- *relevant experience*
- *why you are interested in the organization*
- *areas of expertise/contribution you feel you would bring to the organization*
- *past volunteer experience*
- *any experience you hope to gain*
- *a short bio about yourself*
- *how did you hear about Wilma's*
- *any additional information you feel would be beneficial for us to know*

Thank you so much for your time, consideration and interest on joining our organization

Wilma's Culture

Wilma's Transition Society recognizes that under the Canadian Human Rights Act, it is against the law to discriminate on the basis of race, colour, age, national or ethnic origin, religion, marital status, family status, disability, sexual orientation, gender, pregnancy, child-birth and a pardoned criminal conviction. As such, Wilma's Transition Society ensures that our services and programs are accessible to individuals and that our agency will not practice or engage in unlawful discrimination on the basis of culture, spiritual beliefs, gender identity, religious beliefs, prochoice beliefs, social condition, physical ability and any prohibited group of discrimination covered by the Canadian Human Rights Act as listed above. Wilma's Transition Society will provide services that are sensitive and responsive to the diverse needs of the individuals it serves and promote cross-cultural understanding and respect for diversity among clients and staff.

Do you feel you would be a good fit for the Board of Directors of Wilma's Transition Society following these views?

Yes No

Responsibility of Confidentiality and Ethical Conduct

This is a signed statement indicating my commitment to Wilma's Transition Society

- I will not discuss any confidential information that I see or hear within the society with any unauthorized individual
- I have read and understand the Board Member Code of Ethics established by Wilma's and outlined in the Board of Directors Policy and Procedures Manual
- I agree to uphold the Board Code of Ethics policy established by Wilma's and outlined in the Board of Directors Policy and Procedures Manual
- I realize that breaking this code of confidentiality and ethical responsibility could mean my dismissal from my position within the Society

Name (Please Print)

Date

Signature

Witness Signature

Wilma's Transition Society
Board Candidate Letter of Consent

I, _____ accept the nomination to run for Wilma's Board of Directors. I understand that, if elected, I will serve a 2 year term of office. I recognize that if elected I agree to have my contact information published in conjunction with the election on any required government or necessary entities and my image taken to be publicly published on the Wilma's Transition Society website and any additions as fits for society public requirements.

I acknowledge that, if elected, I am expected to attend:

- Monthly board meetings
- Board orientation sessions
- Strategic planning once annually
- Board functions
- Society events
- Annual general meetings

I commit to participating fully in the work of the Board of Directors year-round. I understand that I must not miss more than three consecutive Board meetings annually.

I confirm that I have never been convicted of fraud or any other financial conviction, nor do I have undischarged bankruptcy charges.

Candidate Signature

Date

Board Chair Signature

Date