

## **Call for Interest Children at Risk, Ottawa Board of Directors and Board of Directors President - September 3, 2021**

*To be distributed to Children at Risk, Ottawa Members, Supporters and General Public*

### **Charity description**

#### **Children at Risk, Ottawa Mission:**

*To provide services and programs to families of children diagnosed within the Autism Spectrum Disorders to develop their child's behavioural, communications and social skills, and to advocate for their ongoing needs.*

#### **Job description:**

#### **Call for Interest to Join Children at Risk, Ottawa Charity Volunteer Board of Directors.**

Children at Risk, Ottawa is seeking Volunteers to join our Board of Directors. In addition to Board of Director Members, we are also currently recruiting for a President, Board of Directors on a volunteer basis. Please note a Board President must first be accepted and voted in as Board of Director. A Children at Risk, Ottawa Board President is then voted by the current standing Board of Directors.

#### **Role/Duties:**

The role of Board Director is an unpaid volunteer position. The Board of Directors oversee the management of the Executive Director of Children at Risk, Ottawa. The Board of Directors President also leads the community of volunteer Board Members within the limitations of the Children at Risk, Ottawa Bylaws.

The Board of Directors will also provide leadership by establishing long term direction and vision of the Charity that meets the needs of the community in which Children at Risk, Ottawa serves. Tasks include ensuring the strategic goals and objectives of the Charity are achieved. Oversee the financial health of the charity. Implementing board policies and change management strategies.

#### **Role/Duties: President, Board of Directors**

An Ideal Board of Directors and President may possess the following skills. Please note all experiences and backgrounds are valuable. You do not require the following skills to express interest to Children at Risk, Ottawa Board of Directors:

- Dedicated commitment to Children at Risk and the community it serves
- Ability to work professionally with colleagues of various backgrounds
- Strong leadership skills are an asset
- Strategic planning and change management experience is an asset
- Experience in the non-profit industry is an asset
- Experience as a people manager is an asset
- Experience with Public Relations or Communications is an asset
- Experience with Human Resources is an asset
- Experience with policies and change management is an asset
- Experience managing or overseeing financial budgets is an asset
- Proficiency in reviewing/understanding financial statements is an asset

Commitment: Part-time, Volunteer Basis