



## **Change for Children Association Call for Board Members - 2009**

Change for Children Association (CFCA) is an Edmonton based, non governmental organization with 31 years experience working for sustainable, community development in Latin America and Africa and providing Global Education in Canada. We are a non-partisan and non-sectarian society.

**Change for Children is currently accepting applications from interested individuals to fill vacancies on our Board of Directors. Information regarding CFCA can be found on our website at [www.changeforchildren.org](http://www.changeforchildren.org)**

Board members are elected for a two-year term and can be renewed for one term. Individuals who are Alberta residents may apply for appointment to the Board or may be nominated by another individual, group or organization. Applicants are expected to provide complete resumes along with at least one reference and statement of interest. Applicants also need to adhere to the mission and vision of Change for Children.

### **Level of Involvement:**

Change for Children operates on a flat staffing structure with no Executive Director; therefore, the board is a key governance body responsible for policy and funding decisions concerning an budget of approximately \$1 million/year. In addition to participation at the Board level, Board members are expected to sit on one of **four committees: Education, Finance, Projects and Personnel**, which meet regularly.

The Board of Directors meets once per month on Saturday mornings. Board committees meet monthly, usually in the early evening.

### **Major Responsibilities:**

- Adhering to the bylaws, policies and objects of the Association as set out its articles of incorporation.
- Organizational leadership and advisement
- Organization of board of directors, officers and committees
- Formulation and oversight of policies and procedures
- Financial management including adoption and oversight of the annual budget
- Oversight of program planning and management
- Review of organizational and program reports
- Acting as ambassadors of CFCA and making best effort to be active in the Change for Children communities
- Fund development and public relations

### **Expectations of board members:**

- Attend and participate in meetings and special events on a regular basis
- Participate on one of board committees; serve on ad-hoc committees as necessary
- Be alert to member needs and concerns that can be addressed by CFCA mission, objectives, and programs.

- Help communicate and promote CFCA mission and programs
- Become familiar with CFCA finances, budget, and financial/resource needs.
- Understand the policies and procedures of CFCA

**Qualifications:**

All applicants should have knowledge and experience in board governance and processes. Applicants should also have a background of involvement in NGO/ non-profit organizations as a volunteer, or other. Excellent communication skills are required plus additional experience in one or more of the following areas:

- Policy and program development
- Financial management
- Communications/media
- Fund development
- Committee leadership
- Human Resources

**Please submit your covering letter and resume to:**

Genna Collier (CFCA Board Vice President) at: [genna\\_collier@hotmail.com](mailto:genna_collier@hotmail.com)

Mail to :

Change for Children  
Board Recruitment  
2<sup>nd</sup> floor  
10808 – 124 street  
Edmonton AM  
T5M 0H3

Or fax to : (780) 448 1507

Change for Children welcomes a diversity of applicants and we thank all applicants for their interest; however, only individuals selected for interviews will be contacted.

Elections take place on Sunday June 28, 2009 at Change for Children Annual General Meeting.

**Deadline for applications is Sunday June 7, 2007**