



September 2020

Variety – the Children’s Charity of Alberta Board of Director and Committee Member Opportunities:

Variety - the Children's Charity of Alberta (Variety) supports children who are living with disabilities.

As a member of the Board of Directors and/or as a Committee member you will assist Variety in its vision to enable children living with specialized needs to be an active part of their community, and its mission of enabling inclusion, hope and independence for children who are facing physical, developmental, emotional or learning challenges.

We are seeking new Directors and Committee members beginning 2021. Board positions are a two-year commitment. Committee positions are a one-year commitment. For the 2021 year, we are seeking up to three Board Directors (one minimally) and one Board Executive (Board Secretary).

Roles:

As a Governance board, you will work with the leadership to continue to grow the organization’s impact throughout the province through active support and promotion of the programs and services via utilizing your skills and community connections.

Board members are required to:

- Attend monthly board meetings (currently in a ZOOM platform).
- Actively participate in one or more Board Committees as needed.
- Attend and support the charity’s events and represent the charity when needed.
- Work with leadership to bring new individual and corporate sponsorships.
- Help grow the awareness of the charity with key stakeholders in the community.

The Board Secretary (Board Executive position) has the additional functions of:

- Board minute recording for each Board meeting.
- Record minutes at the Annual General Meeting.
- Serve on the Executive Committee.

Committees:

Variety has three standing committees which welcomes new members: Governance; Finance; and Inclusive Playgrounds as well as one Ad Hoc committee that is formed when a need arises. Each committee has a Terms of Reference and meeting frequency is established by the committee. Below is a brief overview of the key functions of the standing committees. Variety welcomes community members to apply to participate in a committee for a one-year term.

Governance:

- Review by-laws and Board policies and recommend revisions as required.
- Develop and implement succession planning for the Board, including/ interviewing and recommending candidates for election to the Board.

- Evaluate effectiveness of Board governance structures, processes and recommend changes as required.

Finance:

- Establishing budgets with leadership to meet the organization’s objectives.
- Regularly monitoring the financial position of the organization.
- Ensuring there are appropriate internal controls in place (including risk management, such as insurance).
- Ensuring proper review and approval of the annual financial statements.

Inclusive Playgrounds:

Note: this committee works closely with the staff lead of the Inclusive Playgrounds Initiative:

- Identify future playground partnerships.
- Develop inclusive designs for each project.
- Establish fundraising strategies to support each project.
- Assist in the installation of the playgrounds.

Ad Hoc Committee:

There are times within the year that an ad hoc committee will be formed to provide support to one or more initiatives that the charity is engaged with and requires board support. This may be providing input or support with a fundraising event; awareness raising initiative or through general community engagement.

Interested individuals can apply by:

Please submit a submission of interest that indicates your interest with the charity and how you feel you can contribute to the vision, mission and growth strategy of Variety to info@varietyalberta.ca. Please also include your resume, curriculum vitae or link to your LinkedIn profile.

For more information on Variety – the Children’s Charity of Alberta and to learn about the programs and initiatives we are engaged with visit www.varietyalberta.ca.

Note: As we are a charity that works with children and the vulnerable sector, we reserve the right to request a police check and/or vulnerable sector check at any time in the application process.