



Role Description

Title: Board Director (volunteer)

Location: Remote – Canada wide

About ShelterBox Canada:

ShelterBox is a cutting-edge charity that hand-delivers emergency shelter for families devastated by disaster. Last year almost 113 million people around the world were made homeless by natural disasters and conflict. ShelterBox is working to change this by providing our signature ShelterBoxes and ShelterKits that contain the tools to transform lives and rebuild communities.

ShelterBox is committed to working towards a future where no family goes without shelter, but we have our work cut out for us. Some projections suggest that the number of people displaced will grow to 200 million within 10 years. ShelterBox is headquartered in the UK. ShelterBox Canada is one of 15 affiliates around the world focused on raising awareness and funds for our vital aid.

Authority and Accountability:

The Board of Directors is the legal authority for ShelterBox Canada. As a member of the Board, a Director acts in a position of trust for the community and is responsible for the effective governance of the organization. The Board will account to ShelterBox Canada's members, funders and other key stakeholders through annual and periodic reports on the activities and finances of ShelterBox Canada, annual audited financial statements, and generally operating in an open and transparent manner.

Requirements:

- Commitment to the mission of ShelterBox Canada
- Willingness to devote the time required to work effectively as a Director
- Strategic vision and ability to think creatively
- Good, independent judgement
- Understanding and acceptance of the legal duties and responsibilities of Board governance
- Willingness to reach out to personal and/or professional contacts to build organizational relationships and to seek/secure resources to fund our mission.
- Specialized experience or skills in at least one of the following areas:
 - Strategic Planning
 - Fundraising (particularly Major Gifts and/or Individual Giving)
 - Organizational Development
 - Finance, Accounting or Legal

- Board Governance
- Marketing, public relations and communications
- Disaster relief and humanitarian aid

Responsibilities:

ShelterBox Canada expects Directors to fulfill two essential roles: provide governance and support:

- In its governance role, the Board protects the public interest as the legally responsible body
- In the role of supporter, Directors are active volunteers that help ensure the organization's success by promoting ShelterBox, introducing new contacts to the organization, providing special skills, and acting an ambassador.

A Board member is fully informed on organizational matters and participates in the Board's deliberations and decisions in matters of policy, finance, mission, and personnel.

Term:

Board members are elected by the Membership or appointed by the Board for a 3 year term.

Time and Financial Commitments:

- All Board members are expected to attend Board meetings. Board meetings are generally held 10 times per year on Wednesday evenings (6:00 pm Eastern time) via conference call.
- Board members are also expected to play a role on Board Committee, and as active volunteers to help drive the success of the organization.
- Estimated time commitment for general Board Members is 3-4 hours per month.
- Board members are expected to make a financial contribution to ShelterBox Canada.

The ShelterBox Canada Board is committed to the principles of diversity and inclusiveness in its membership. ShelterBox Canada especially welcomes applications from Indigenous persons, persons with disabilities, visible minorities, women, persons of all sexual orientations and genders, and others with the skills and knowledge to productively engage with diverse communities.

Our board also aims to have geographic representation across Canada. We are looking for candidates in Quebec or the Maritimes, though this not a requirement.

If you have a disability which may affect your ability to apply or preform in this role, please email us at hr@shelterboxcanada.org and we would be happy to discuss what accommodations or modifications can be made to meet your needs.

To apply, please submit a resume and cover letter to Ron Noseworthy, Chair Nominations Committee at hr@shelterboxcanada.org by September 30th at 5pm.