

Board of Directors

Community Development Council Durham

Ajax, ON

- **Please note: This is a volunteer position.**

Company Overview

Community Development Council Durham (CDCD) is an independent, not-for-profit social planning organization that has been working to enhance the quality of life for individuals, families, and communities in Durham for more than 45 years. We organize a variety of research, community development, and social planning initiatives as well as administer and deliver front line social service programs. Please visit us at www.cdcd.org for more information.

Job Description:

The Board of Directors will support the work of the Executive Director and provide mission-based leadership and strategic governance. While day-to-day operations are led by CDCD's Executive Director (ED), the Board President relationship is a partnership, and the appropriate involvement of the Board is both critical and expected.

Specific Board Member Responsibilities Include:

- Leadership, governance, and oversight
- Serve as a trusted advisor to the ED as s/he develops and implements
- Review outcomes and measurements from the ED for evaluating its impact, and regularly measure its performance and effectiveness; review agenda and supporting materials prior to Board and committee meetings
- Approve CDCD's annual budget, audit reports, and material business decisions; being informed of, and meeting all, legal and fiduciary responsibilities
- Contribute to an annual performance evaluation of the ED
- Assist the Board Chair in identifying and recruiting other Board Members who would bring needed skills and contacts to CDCD's mission
- Serve in leadership positions or on committees and take on special assignments willingly and enthusiastically
- Represent CDCD and all whom it serves to stakeholders; acting as ambassadors for the organization

- Ensure CDCD's commitment to a diverse Board and staff that reflects the Communities CDCD serves.
- Fundraising
- CDCD Board Members will consider assisting in fundraising and credibly solicit contributions from foundations, organizations, and individuals.

Board terms/participation

- CDCD Board Members will serve a two-year term to be eligible for reappointment for two additional terms. Board meetings will be held every month along with committee meetings held in off months. (Board of Directors are expected to participate in at least one Board Committee)
- Knowledge and residency of Durham Region and surrounding areas is required
- Background in HR and Governance is considered an asset
- The Board Member is expected to contribute up to five hours per month for meetings and participation. We thank all applicants for applying, however, only candidates selected for interviews will be contacted further.

Apply now at cdcdboard@gmail.com