DIXON TRANSITION SOCIETY

Volunteer Position

Board Member, Dixon Transition Society
www.dixonsociety.ca

Vision: Women and their children living free from violence

Mission: To support women and their children fleeing violence by providing transitional housing and holistic services.

Position Description: As a member of the Board of Directors, you will provide governance leadership surrounding Dixon Transition Society's mission, strategic plan, and finance; be a voice for change and increase Dixon's profile in the community; increase Dixon's impact by creating strategic connections and contributing to fundraising efforts; act in a position of trust for the community. Board members have a moral, legal and financial responsibility to all our stakeholders to direct and protect the interests of the organization.

Prerequisite Field of Experience:

We are actively seeking applicants with Human Resources **AND/OR** Law/Legal backgrounds to complete our Board Matrix.

Skills and Qualifications:

- Passionate about ending violence against women
- Competencies in the areas of finance and/or accounting; project management and/or business and entrepreneurship; fundraising, human resources, legal and property management;
- Minimum 5 years of experience in your related field
- Willingness to use your special skills and apply your expertise to the benefit of the organization
- Willingness to use your sphere of influence to further Dixon's cause
- Ability to support Board's fundraising activities
- Ability to commit to the time required
- Ability to work effectively with others
- Leadership and management experience as asset
- Governance experience and experience serving on other non-profit Boards an asset

Time Commitment:

Approximate time commitment is 5 hours per month. Approximate breakdown includes:

- 8 meetings per year, 3 hours per meeting for prep and attendance
- Quarterly sub-committee meetings, 2 hours per meeting for prep and attendance
- Attending community and fundraising events, 8 hours per year
- Minimum 2 years commitment required

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Meeting Location:

In person (Burnaby) and virtual (90%), and other locations as operational requirements determine

Benefits & Recognition:

- Contribute to social change and to the fight to end violence against women
- Gain valuable experience in governance and enhance your network and knowledge in a number of fields
- Benefit from scheduled trainings and professional development that Dixon Transition Society provides for its Board members.

FAQS:

- So, what if I do not have any governance experience? Can I still apply?

  Yes, if you are passionate about governance, leadership and are a strategic thinker please apply and identify in your letter of interest how you and your skills can advance Dixon's mission and vision.
- I do not have any of the identified complementing competencies, but I am passionate about ending violence against women. Should I apply?

  Yes, we would like to hear from all the interested applicants. If you are passionate about Dixon's work, chances are you can support our vision and mission in one form or another. There are limited seats on the Board, but we are always excited to add to our volunteers and expand our reach.
- Are board members required to make a donation?

  One of the responsibilities of being a board member is to support and participate in fundraising. We do not *require* board members to make a financial contribution to Dixon. We encourage giving an amount that is meaningful to you (whether it is $10 or $10,000), participating in Dixon's fundraising events and making others in your networks aware of these events and the organization's needs.

To apply:

Please email cover letter and resume to director@dixonsociety.ca

Questions? Please contact Monika Verma, Executive Director at 778-239-1411 or email director@dixonsociety.ca