

<b>Title of Position:</b>	Volunteer Member, Cornerstone Board of Directors
<p><b>Background:</b> In 1983 Cornerstone Housing for Women began with 3 cots in the basement of All Saints Church, the first women's only shelter in Ottawa. Cornerstone grew as the need for women's only services continued to rise. We now provide shelter to 125 women and supportive housing to 110 women across our 4 housing communities in Ottawa.</p> <p>Cornerstone is governed by a volunteer Board of Directors and is a Community Ministry of the Anglican Diocese. We are canvassing our volunteers and donors to seek your interest in becoming a member of Cornerstone's Board of Directors.</p> <p>In particular, we are looking for Board members with expertise in fundraising, communications, health policy/operations, housing and homelessness and/or lived experience.</p> <p>Serving on the Board is a rewarding experience for those seeking to contribute to the strategic direction and oversight of Cornerstone in its mission to support vulnerable women in Ottawa. If you are passionate about safe housing and ending homelessness for women in Ottawa, please consider putting your name forward. You can make a real impact on the lives of women experiencing homelessness or at risk of homelessness.</p> <p>If you would like to be considered please send your resume and a short explanation of your interest to the Board Chair at <a href="mailto:cornerstone.board@cornerstonewomen.ca">cornerstone.board@cornerstonewomen.ca</a> by April 9, 2021.</p>	
<p><b>Responsibilities:</b></p> <ul style="list-style-type: none"> <li>• Prepare for and actively participate in monthly Board of Directors meetings to assist in the oversight and strategic guidance of Cornerstone</li> <li>• Participate in the outward-facing activities of Cornerstone as organizational representatives, including fundraising activities, community events and advocacy</li> <li>• Participate in review of Cornerstone's mission and objectives and in the development and implementation of strategic plans</li> <li>• Abide by the by-laws, code of conduct, conflict of interest and other governance policies that apply to the Board of Directors</li> <li>• Participate in the approval of the annual budget and monitor the financial performance of Cornerstone</li> <li>• Help establish, review and monitor operational oversight and governance policies</li> </ul>	

- Promote Cornerstone's mission and values to prospective Board members, volunteers, donors and within your own networks
- Participate in and/or lead one of the Board Committees
- Keep informed about community and policy issues relevant to the mission and objectives of Cornerstone

**Desired Qualifications:**

- Experience in decision-making, strategic planning, policy development
- Experience working with and/or understanding of vulnerable populations
- Excellent people skills, problem-solving, critical thinking
- Strong communication abilities
- Expertise in some combination of: program development, financial management and planning, fundraising, communications, legal services, social and health services, facilities management and women's issues
- Social justice philosophy, respectful, collaborative, always learning
- Satisfactory Police Record Check Vulnerable Sector Level 3 within the last 6 months

**Benefits:****As a volunteer Board member, you will have the opportunity to:**

- Gain experience in strategic planning, decision-making and program oversight for a non-profit organization
- Make a significant contribution to social justice solutions for women living in poverty and homelessness in Ottawa
- Have a meaningful impact on the lives and well-being of a diversity of women who are living in supportive housing or emergency shelter
- Work with a highly-motivated, skilled group of leaders in policy development, program management and forward-thinking service delivery for some of Ottawa's most vulnerable women

**Expectations:**

- Actively participate in monthly Board and Committee meetings (approximately 6 hours monthly), and prepare for those meetings
- Connect to Cornerstone's vision and values and positively represent these attributes in your networks, at Cornerstone events and in the community
- Take part in orientation training and learning opportunities

- Maintain friendly and collegial relationships with Board members, volunteers, staff and residents
- Honour the highest standards of confidentiality

**Success Measures:**

- Consistent commitment and regular involvement in Board and Committee activities in support of good governance
- Good boundaries and confidentiality maintained
- Good judgment and timely communication with staff when deemed necessary (e.g. for health/safety)
- Support for Cornerstone's fundraising efforts
- Promotion of Cornerstone's mission in the community and within personal/professional networks

**Team:**

Visit <https://www.cornerstonewomen.ca/home/board-of-directors> to learn more about our Board of Directors

**Accessibility:**

Cornerstone Housing for Women welcomes and encourages applications from people with different abilities. Accommodations are available on request.

**Diversity:**

Cornerstone Housing for Women, in accordance with its intersectional feminist approach and anti-racism and anti-oppression framework, strongly encourages candidates from a diverse background to join our team. We welcome applications from individuals with lived experience of homelessness or other vulnerabilities.