



Board Member Job Description

The Gulf of Georgia Cannery Society

The Gulf of Georgia Cannery Society (Society) is a charitable non-profit organization led by a volunteer Board of Directors. The mission of the Society is to preserve and promote Canada's west coast fishing history. To achieve this mission, the Society operates the Gulf of Georgia Cannery National Historic Site on behalf of Parks Canada and interprets the history of west coast fishing through feature exhibits, educational programs and activities.

The Board of Directors

The Board supports the work of the Society and provides strategic governance. While day-to-day operations are led by the Society's Executive Director (ED), the Board-ED relationship is a partnership, and the appropriate involvement of the Board is both critical and expected.

Responsibilities

1. Regularly attend board meetings and important special activities of the Society, including fundraising events, Board events or stakeholder events as may be planned.
2. Prepare well for meetings and contribute meaningfully to discussion.
3. Participate in at least one board committee and be actively involved in committee work.
4. Build a collegial working relationship with other board members that contributes to consensus.
5. Understand the mission and activities of the Society and serve as ambassador for the Society in the community as per our Protocol for External Representation.
6. Participate in the board's evaluation and planning efforts by reviewing performance measurement outcomes and by attending planning sessions as required.
7. Participate in financial oversight by approving financial statements, the annual budget, audit reports and other material business decisions.
8. Participate in fundraising for the Society.
9. Serve as an advisor to the Executive Director as s/he develops and implements the Society's strategic plan.
10. Contribute to the annual performance evaluation of the Executive Director.
11. Assist with identifying and recruiting other board members.
12. Be aware of community activities and legal/political developments which may impact the organization and bring them to the attention of the Board.
13. Disclose any potential conflicts of interest which may arise while serving as a board member.
14. Ensure the Society obeys applicable laws and acts in accordance with ethical practices; that the Society adheres to its stated purposes, and that its activities advance its mission.

Term

Board members are elected for 2 year terms with the option for re-election.

Qualifications

- Extensive professional experience with significant executive leadership accomplishments.
- A commitment to and understanding of the Society's stakeholders, preferably based on experience.
- Savvy diplomatic skills and a natural affinity for cultivating relationships and persuading, convening, facilitating, and building consensus among diverse individuals.
- Personal qualities of integrity, credibility, and a passion for local heritage and/or fishing.

Compensation

Service on the Society's Board of Directors is without remuneration, except for reimbursement for outreach / networking events, travel and accommodation costs in relation to Board Members' duties.

For more information, please visit: www.gulfofgeorgiacannery.org/board