



## **BOARD OF DIRECTORS APPLICATION PACKAGE**

### **VISION**

By developing and implementing a wide range of programs and initiatives (including justice, tourism and education) along with providing access to the various employment programs, VANSDA strives to be a leader in the integration of African Canadians and other marginalized persons into all aspects of life in western Nova Scotia.

The organization remains focused on developing the whole community by continuing in its efforts to break down barriers and by partnering with others ensure that a strong, welcoming and healthy community throughout western Nova Scotia exists.

VANSDA conducts its business with integrity and accountability among our staff, volunteers, clients, partners and the communities we serve.

### **Valley African Nova Scotian Development Association**

#### **MISSION**

VANSDA'S mission is to improve the quality of life for African Nova Scotians and other citizens in the Annapolis Valley by creating Partnerships in Employment, Training and Government/Economic Development. Our focus is on increasing employment opportunities for all community members and removing barriers which limit attainment.

## **BOARD OF DIRECTORS RESPONSIBILITIES**

The Board supports the work of VANSDA and provides mission based leadership and strategic governance. While day to day operations are led by the Executive Director, the Board-ED relationship is a partnership and the appropriate involvement of the board is both critical and expected. A primary mission of the organization is to deliver employment related service to all citizens, including marginalized community members.

The Board invites potential board members who have demonstrated engagement with African Nova Scotian community to complete the Board Application Package.

Board Members must commit to an Africentric philosophy - a philosophy that places the needs of people of African descent at the centre of their own cultural, social and historical experiences.

The General roles and responsibilities of a Board member include:

- Provide strategic leadership by setting the mission, vision and values of VANSDA and by undertaking strategic and business planning to meet community needs
- Provide leadership and direction to the strategic planning process, with a focus on organization goals
- Monitor the performance of the organization as it relates to achievement of goals and mission
- Contribute to and participate in regular meetings - (9 per year) Members sit for a one-year term, eligible for renewal in accordance with bylaws
- Promote the work of the organization
- Support the development, amendment and approval of by-laws and governing policies of the organization
- Share relevant skills and expertise to support the work of the Board, as required
- Provide oversight of the financial management of the organization
- Assist the Executive Director with duties as required by the board chair, where appropriate
  
- Keep up-to-date on issues, policies and government activities relevant to the organization
- Participate in the recruitment and succession planning of Board members to ensure the engagement of culturally diverse and knowledgeable members
- Be an active member on board committees, as required
- Assist with fundraising initiatives, if required
- Attendance at special events may be required

## BOARD MEMBER INFORMATION

Name: \_\_\_\_\_

Address: \_\_\_\_\_

Email: \_\_\_\_\_ Phone: \_\_\_\_\_

Occupation: \_\_\_\_\_

VANSDA seeks to compliment its current board membership with members that will contribute to the effective operation of the board. Having reviewed the Board members' roles and responsibilities, explain why you are interested in joining the VANSDA Board and describe any life experiences, skills, training and/or work, and interests that you believe will assist you in the role as a Board member.

Please indicate the areas of experience you bring to the VANSDA Board:

<b>Skills/Knowledge</b>	<b>Extensive experience</b>	<b>Some experience</b>	<b>Little experience</b>
Strategic planning			
Fundraising			
Board development			
Policy development			
Human Resources			
Financial management			
Legal knowledge			
Communications/ Media			
Government / Public Administration			
Corporate Networks			
Organizational development			
Youth engagement			
Active engagement with African Nova Scotian community issues			
Experience with higher education institutions			
Working with diverse communities			

**Please list two references:**

Name: \_\_\_\_\_

Email: \_\_\_\_\_ Phone: \_\_\_\_\_

Occupation: \_\_\_\_\_

Nature of relationship \_\_\_\_\_

Name: \_\_\_\_\_

Email: \_\_\_\_\_ Phone: \_\_\_\_\_

Occupation: \_\_\_\_\_

Nature of relationship \_\_\_\_\_

Signature of applicant \_\_\_\_\_ Date: \_\_\_\_\_

**Please include a current resume or CV with your application.**

**Please send the completed Board Recruitment Package**

**(including completed application form and current resume/ CV) via email to [info@vandsa.ca](mailto:info@vandsa.ca)**

**OR**

**by mail to 61 Webster St., Kentville B4N1H4**

**Applications received will be considered during the next round of recruitment.**