

**CORNERSTONE HOUSING FOR WOMEN**

**NOTICE OF BOARD VACANCY**

<b>Title of Position:</b>	Board Member, Cornerstone Board of Directors
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**Background:**

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 for 60 women and supportive housing for 110 women across our 4 housing communities in Ottawa.

Cornerstone is governed by a volunteer Board of Directors and is a Community Ministry of the Anglican Diocese. We are canvassing our volunteers, donors and other interested people to seek your interest in becoming a Member of Cornerstone's Board of Directors. In particular, we are looking for Board Members with expertise in property management, governance, fundraising, communications, health policy/operations, housing and homelessness and/or lived experience. 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 and gender-diverse people in Ottawa. If you are passionate about safe housing and ending homelessness in Ottawa, please consider putting your name forward. You can make a significant difference in the lives of women experiencing homelessness or at risk of homelessness.

If you would like to be considered please send your resume and a short explanation of your interest to the **Board Chair at [cornerstone.board@cornerstonewomen.ca](mailto:cornerstone.board@cornerstonewomen.ca)** by April 11, 2023.

**Responsibilities:**

- Prepare for and actively participate in monthly Board of Directors meetings to assist in the oversight and strategic guidance of Cornerstone.
- Participate in the outward-facing activities of Cornerstone as organizational representatives, including fundraising activities, community events and advocacy.
- Participate in review of Cornerstone's mission and objectives and in the development and implementation of strategic plans.
- Abide by the by-laws and other governance policies that apply to the Board of Directors.
- Participate in the approval of the annual budget and monitor the financial performance of Cornerstone.
- Help establish, review and monitor operational oversight and governance policies.
- 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 or a Task Group.
- Keep informed about community and policy issues relevant to the mission and objectives of Cornerstone.

**Desired Qualifications:**

- Some experience/interest in non-profit governance, decision-making, strategic planning, policy development.
- Some experience working with and/or understanding of vulnerable populations.
- Excellent people skills, problem-solving, critical thinking.
- Strong communication abilities.

- Expertise in some combination of: property management, governance, program development, financial management and planning, fundraising, communications, legal services, social and health services and women's issues.
- Social justice philosophy, respectful, collaborative, always learning.
- Satisfactory Police Record Check 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 a diversity of women living in poverty and homelessness in Ottawa.
- 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 people.

**Expectations:**

- Actively prepare for and participate in monthly Board and Committee meetings (approximately 12 hours monthly, although this can vary).
- Connect to Cornerstone's vision and values and positively represent these attributes among your friends and contacts, 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.
- Abide by all governance policies applicable to the Board, including freedom from conflict of interest and maintenance 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.

**Equity, Diversity and Inclusion:**

Cornerstone Housing for Women aims to be a culturally competent and inclusive organization. We welcome applications from individuals with lived experience of homelessness or other vulnerabilities.

March 20, 2023