



Director, National Board of Directors

Job Posting - Volunteer Role

Closing Date: Ongoing Applications

Level: National Board

Title: Director, National Board

Tenure: 2-year terms with the opportunity to stand again

Location: Remote, anywhere in Canada

Reporting to: Board Chair and other members of the National Board; and President and CEO (on operational matter updates)

JOB OVERVIEW

The National Board of Directors is the key to CSAWCC's operations and governance. They are responsible for overseeing the strategic direction, standard of operations, and fiscal responsibility of CSAWCC. As a Director on the National Board, you will be entitled to one (1) vote on all matters brought to the Board and will have reports on all CSAWCC matters presented to the Board. Directors on the National Board shall report to the Chair of the Board and, for operational matters concerning CSAWCC, consult and report to the President and CEO. Members of the Board may also Chair subcommittees for special projects and governance and operational matters. The successful candidate for this role can be located remotely, anywhere in Canada.

KEY RESPONSIBILITIES

- Staying up-to-date with the organisation's programs, services, and policies
- Following developments in the field that may inform decision-making
- Attending board and committee meetings as well as special events
- Reviewing meeting agendas, minutes, and materials related to discussions
- Serving on committees or task forces and taking on special assignments as needed
- Participating in reviews of financial statements
- Referring to board nominees who could make significant contributions to the work of the board and the organization
- Making personal financial contributions to the organization
- Informing others about the organization
- May assist in other financial management activities as directed by the President and CEO and/or the National Board

QUALIFICATIONS:

- Preferred: Post-secondary education in a field related to business, financial management, commerce, or accounting with a combination of two (2) years of relevant experience



- Ability to multitask on different projects
- Strong writing and communication skills
- Decisiveness
- Ability to listen to others and provide input in a professional manner;
- Good judgement;
- Ability to delegate and manage large teams;
- Strong critical thinking skills;
- Knowledge of the nonprofit sector or non-profit organizations systems;
- Strong critical analysis, problem-solving, planning, decision-making, leadership, organizational, and change management skills;
- Excellent organizational and time management skills, while working in a fast-paced, dynamic environment;
- Ability to prioritize and to be flexible
- Ability to work in a diverse, multi-cultural, multi-disciplinary team environment.

About the Organization

The CSAWCC seeks to promote, advance, and encourage South Asian women entrepreneurs across Canada to start their first small business; to ascend the corporate ladder; and bring innovative, bright ideas to the table.

How to Apply

To apply, please submit your application on any job posting site where this is listed or send a statement of interest with your CV and cover letter to board@csawcc-cccfssa.ca with the subject line "Application - NTL Director - [Your Name]".