



## Volunteer Opportunity Board of Directors

ABC Head Start Society is a registered charity which has been committed to promoting and supporting strong children, families, and communities in Edmonton Metro Region for over 30 years. We know that by giving children the best possible early learning and development opportunities in life, we ensure the future well-being and prosperity of families and communities.

### Vision

Children and families thrive as actively engaged citizens of strong and inclusive communities.

### Mission Statement

Opening doors for children and families by building strong foundations in the early years.

### Core Business

- Fostering children's healthy and appropriate development in the early years
- Fostering the well-being and resiliency of families
- Fostering the capacity of communities to support children and families
- Building internal capacity and enhancing services to increase social impact

ABC Head Start Society is accepting applications from individuals who are interested in joining ABC Head Start Society's Board of Directors. This individual will work collaboratively with the Executive Director and the other board members. The Board has three major areas of responsibility: its governance role, finance, and the fundraising task force. Previous Board experience is not required; however, we are looking for Board members who are passionate and committed to the children, families and employees at ABC Head Start Society.

### Requirements include:

- Commitment to the mission and vision of ABC Head Start Society
- Responsibility, along with Executive Director, for the overall plan of the organization
- Willingness to serve on committees
- Ability to assist with fund development, building corporate partnerships
- Assist Board with implementation of a Capital Campaign
- Attendance at quarterly Board meetings
- Involvement of sub-committee meetings: Finance, Governance Committee, Funding Task Force
- Represent ABC Head Start Society at external events if required
- Attendance at the Annual General Meeting
- Be an active relationship builder
- Willingness to be an agency ambassador

### Skills and Attributes:

- Ability to work as part of a team

- Strong communicator
- Planning and strategic planning
- Connected in their community
- Networking Ability
- Personal value alignment and engaged with the vision of ABC HS
- Passion for building inclusive communities that celebrate every child

**Time Commitment:**

Board meetings are held quarterly; meeting duration is less than 2.5 hours. Additional time may be required for other volunteer roles taken.

**Terms:**

Board members work on the Board of Directors for at least three years and no more than six consecutive years. Applicants from diverse backgrounds are encouraged to apply.

To apply, email your résumé and a cover letter: ABC Head Start Society- Executive Director, [akillins@abcheadstart.org](mailto:akillins@abcheadstart.org). Please include **Board Volunteer Application** in the Subject Line of the email.

ABC Head Start Society thanks applicants for their interest in this opportunity. Candidates considered for the position will be contacted. We welcome diversity and endeavor to have a variety of voices and experiences represented by our board of directors.