

**JOB TITLE**

**Applications due:** Now intaking

**Length of employment:** One year commitment - beginning June.

**Hours:** Monthly meetings / Committee meetings 4-6 hours per month

**Remuneration:** Volunteer position 1 of 2 years

**Start Date:** June 2019

**End Date:** June 2020

**Organization Description:**

The Evergreen Cultural Centre, a registered charitable organization and not-for-profit society, opened its doors in October 1996 in the new Town Centre in Coquitlam, British Columbia. A shared vision of the City of Coquitlam, the Tri-City arts community, private business and senior government, it is a facility and organization committed to providing excellence in arts and culture. The Centre houses a 257-seat, flexible black box theatre and a 1500 square foot public art gallery. The Rehearsal Studio and several art or meeting studios provide an additional 5000 square feet of space for Evergreen's classes, workshops and rentals while the spacious glassed-in Lobby offers a spectacular view of Lafarge Lake. The Evergreen Cultural Centre presents a variety of arts programs including professional theatre, dance and music presentations, art exhibitions, arts education programs, and public programs for both children and adults, including arts camps.

Website: [evergreenculturalcentre.ca](http://evergreenculturalcentre.ca)

**Job description:**

**The Evergreen Cultural Centre Board's mandate is to oversee the role that the Cultural Centre plays in providing performing and visual artistic offerings to Coquitlam and the northeast section of the Greater Vancouver Regional District.**

Evergreen Cultural Centre Board is committed to diversification on the Board and increasing equity and access in our organization.

**Responsibilities:**

- Attend monthly meetings and participate in lively discussions on matters related to the Evergreen
- Participate on a committee at the Evergreen Cultural Centre
- Advocate for the Evergreen Cultural Centre Society according to mandate and mission
- Engage in the activities of the Centre by being present in the community and Centre

**Qualifications:**

- Board members should reside or work in the Tri-Cities.

Candidates with backgrounds or experience in community arts, banking, the nonprofit sector, IT/digital tech, business, education, law, community development, or social services are encouraged to contact us to discuss.

Previous volunteer experience in the nonprofit sector, especially at committee or Board level, is recommended but not essential.

Please visit our website ([www.evergreenculturalcentre.ca](http://www.evergreenculturalcentre.ca)) to learn about the Evergreen Cultural Centre.

Please submit the following in a letter.

- Specific interests in Arts and Culture in the Tri-Cities
- Summary of volunteer experience
- Professional resumé

**Apply:**

Please send your resume, including cover letter and any other special instructions listed above to the contact name below by the date specified.

<b>Contact:</b>	Jon-Paul Walden, Executive Director
<b>Email:</b>	jonpaul@evergreenculturalcentre.ca
<b>Address:</b>	Evergreen Cultural Centre, 1205 Pinetree Way, Coquitlam, BC V3B 7Y3
<b>Deadline to apply:</b>	May 15, 2019