

VOLUNTEER POSTING – BOARD OF DIRECTORS

Organization Description

Situated on the shores of Lafarge Lake, Evergreen Cultural Centre exists on the unceded, traditional, and ancestral territory of the Kwikwetlem First Nations, which lie within the shared territories of the Tsleil-Waututh, Stó:lō, Qayqayt, Katzie, Musqueam, and Squamish nations in the region known today as the Tri-Cities. Described by the City of Coquitlam as the “cultural jewel in Coquitlam’s Town Centre”, Evergreen Cultural Centre is the premiere venue for live arts events, exhibitions, and experiences in the Tri-Cities. We offer a thrilling season of over 50 performing arts presentations annually in our Studio Theatre, alongside contemporary art exhibitions from artists of all mediums in the Art Gallery at Evergreen. We are dedicated to creating an inclusive and accessible community gathering place and invite visitors to immerse themselves in the magic of live performance and visual art.

Volunteer with us!

Who We Are: Evergreen’s amazing team of volunteers play a crucial role in the governance of the society and the facilitation of our performing and visual arts programming. We’re always looking for positive, arts minded people from all walks of life to join our team, and we are committed to promoting a safe, accessible, and inclusive community.

The Board holds itself responsible for articulating the organization’s mandate and establishing principles to guide its relationships with other entities and organizations considering them as colleagues and collaborators in facilitating and promoting the arts in the community. The role and responsibilities of the Board of Directors is based on the principle that the Board is the steward of the Evergreen Cultural Centre Society.

Responsibilities:

- Approving and monitoring the achievement of vision, mission, and strategic directions.
- Establishing and monitoring the organization’s core values (involving all stakeholders).
- Approving strategic plans, annual budgets, and monitoring performance against its plans and budgets.
- Evaluating the performance of the Executive Director in accomplishing the goals of the organization within established Board policies.
- Monitoring management control systems which include overseeing legal and fiscal requirements • Assessing the Board’s effectiveness.
- Being accountable and responsible to the community; and
- Initiating Board Committees, setting terms of reference, and carrying out Committee responsibilities.

The Board recognizes the difference between governance (its role) and operations (the role of the Executive Director). The Board trusts the Executive Director with organizational operations and creating a culture that reflects the organization’s values, mission, and vision.

Requirements & Qualifications:

The time commitment for this role includes preparation for and attendance of a monthly board meetings, strategic planning sessions, an Annual General Meeting, and participation on at least one Board committee. Board members are also expected to attend community and staff/volunteer events.

Desirable qualifications and attributes for this role include:

- Possessing a local perspective.
- An interest in advocating for arts at the community level.
- Applying critical thinking skills in setting strategic priorities.
- Demonstrating a commitment to truth and reconciliation and the needs of diverse communities.
- **Skills and expertise in the areas of: finance, law or past board experience is an asset.**

Apply:

Our goal is to have a Board that is reflective of our diverse community. We highly encourage application from all members of our community including Indigenous peoples, LGBTQ2+, persons of colour, and others.

Please send your expression of interest to:

Email: humanresources@evergreenculturalcentre.ca

Address: 1205 Pinetree Way, Coquitlam, BC V3B 7Y3

Only those applicants selected for interviews will be contacted.

Website: www.evergreenculturalcentre.ca/