



Job Posting

Board Director (Volunteer Role)

We are seeking dedicated and dynamic individuals, from diverse backgrounds, to join the **Board of Directors of Edmonton's Food Bank!**

- Are you ready to devote your time and expertise to an organization that makes a difference in our city every day?
- Are you passionate about building food security in our community through advocacy, engagement, collaboration, and service?

We are a governing board that traditionally focused on strategic planning, policy development, and fundraising. As the organization evolves and the need for our services increases, the board is also looking to strengthen its role in governance, advocacy, and engagement to advance the organization's mission and bring our services to the next milestone.

Our Mission:

The Edmonton Gleaners Association, more commonly known as Edmonton's Food Bank, was established in 1981. Today, the organization works with over 380 partner agencies in our city to provide food and meals to more than 40,000 people each month, and service/support [Beyond Food](#).

The mission of Edmonton's Food Bank is to be stewards in the collection of surplus and donated food for effective distribution, free of charge, to people in need in our community while seeking solutions to the causes of hunger.

Who are we looking for?

We welcome candidates who possess expertise and experience in any or a combination of the following fields:

- Finance & Accounting (**CPA designation is required for the Treasurer role**)
- Board governance
- Advocacy & Community Engagement
- Food industry & Entrepreneurship
- Fund Development
- Human Resources

A Board Director is committed to the [mission and values](#) of Edmonton's Food Bank and is able to dedicate time and resources to fulfill the responsibilities of a Board Director. Successful candidates bring previous board or committee experience in building relationships and trust with stakeholders and partners. At the same time, they are open-minded, innovative, and intentional in creating and fostering a collaborative and productive team and board culture by promoting diverse perspectives and positive



Job Posting

debate. Grassroots and hands-on experience with food security advocacy and food insecurity issues are assets.

Role & Responsibilities of the Directors:

Board Directors are the fiduciaries who steer Edmonton's Food Bank toward a sustainable future by adopting sound, ethical, and legal governance and financial management policies to ensure the advancement of the organization's mission, goals, and focus areas.

Strategic Direction & Oversight

- Establish, support, and evolve the organization's vision, mission, and values
- Oversee and contribute to strategic planning, setting tangible goals, and milestones and regularly assessing the progress
- Develop, review, and evaluate policies, programs, and operations plans to ensure alignment with the organization's vision, mission, and values
- Monitor financial and programmatic health and compliance by collaboratively working with one another and the Executive Director
- Approve the annual budget, review and approve the quarterly and annual reports
- Identify any risks that could impact the organization and its operations, develop strategies to strengthen organizational resilience

Regular & Meaningful Participation

- Attend monthly board meetings regularly (*held monthly In person or online except for July, August, and December*)
- Come to meetings well-prepared and well-informed about issues on the agenda, ready to contribute
- Support Edmonton's Food Bank by attending and contributing time, energy, and expertise to its programs and activities, including assisting and attending one large fundraising event per year, volunteering in its regular programs, other community events and campaigns
- Make a personal financial donation each year to signify that the organization is a personal philanthropic priority
- Take part in at least one of the committees (*committee meetings may be monthly in person or online*)

Active Championing of the Organization's Advancement

- Be well-versed in the organization's history and key messaging and be an ambassador for the organization in the community and to other organizations
- Identify and help to cultivate opportunities, relationships, and partnerships that may help the organization grow



Job Posting

- Seek funding opportunities (e.g., identifying fundraising, grants, and large donation opportunities, networking on behalf of the organization, participating in fundraising activities)

Succession Planning & Stewardship

- Ensure the continued strength of the Board through careful succession planning, recruitment, selection, and orientation to ensure continuity of leadership and organizational stability
- Develop new board members through mentorship
- Regularly evaluate the board's performance, and strengths and identify skill gaps
- Uphold ethical standards and promote a culture of integrity

Term:

- 3 years, up to 2 consecutive terms

Sounds like an exciting and fitting opportunity?

Serving on the board is both a challenging and rewarding opportunity to make a significant impact in the lives of our community. We have a thorough orientation for new directors and pair them with an experienced director for mentorship to support them in their first year in the role.

We look forward to receiving your application via Indeed [Board Director - Edmonton's Food Bank - Indeed.com](#) ***no later than February 14, 2025***. Share with us, in a cover letter, why you want to volunteer as a Board Director.

Feel free to contact our HR team directly at Grant ggaumont@tenfoldhr.com or Shelley sxu@tenfoldhr.com with any questions and to learn more about the role.