



## **BOARD OF DIRECTORS**

**Be a Voice for Families. Help Shape Resilient Communities**

### **Are you passionate about supporting families and building stronger communities?**

KARA Family Resource Centre is looking for dedicated, community-minded individuals to join our Board of Directors. This is your chance to make a meaningful impact by helping guide the vision and direction of a long-standing, respected non-profit in Edmonton.

### **WHY JOIN THE KARA BOARD?**

As a Board Member, you will:

- Make a real difference in the lives of children and families.
- Contribute your unique skills in accounting and finance, HR, fundraising, event planning, or marketing and communications.
- Grow professionally through board training and leadership opportunities.
- Expand your network by collaborating with a dynamic team of people.
- Shape the future of programs that strengthen family wellness and resilience.

### **ABOUT KARA**

Since 1984, KARA Family Resource Centre has been a pillar of support for children and families. We provide support, guidance and educational opportunities to families and young children that promote increased capacity for children's development, parenting skills and knowledge, and family wellness. For more information regarding our diverse programs and services, visit [www.kara-frc.ca](http://www.kara-frc.ca).

### **OUR MISSION**

Championing a brighter future for families and communities through supportive programs and services that are rooted in education, connection, and acceptance.

### **OUR VISION**

Empowered communities with resilient families.

### **OUR VALUES**

- KARA is compassionate.
- KARA is accepting.
- KARA is resilient.
- KARA is playful.

- KARA is committed.

## WHO WE'RE LOOKING FOR

We are seeking new voices to contribute expertise, creativity and community knowledge, and to guide our work and inspire transformation in the non-profit sector and community.

We are looking for Board Members with:

- Prior board experience (preferred but not required).
- Strong leadership skills.
- Effective communication and networking skills.
- Strategic, long-term planning and development skills.

We are especially interested in candidates-with experience in:

- **Human Resources & Volunteer Management**
- HR leadership, policy development, and governance support
- Board and volunteer recruitment, retention, and engagement
- **Fund Development**
- Fundraising strategy, donor and community engagement
- Event planning and fund development policy knowledge
- **Finance**
- Financial management and oversight
- Policy development and governance/operational leadership (asset)

## YOUR COMMITMENT

**Term:** 2 years, renewable every 2 years

**Time:** Approximately 10-12 hours per month

**Meetings:** Bi-monthly board meetings and monthly committee meetings

**Committees:** Executive, Finance, Governance, Fund Development and Nominations

## WHAT YOU WILL DO

- Attend bi-monthly board meetings, monthly committee meetings, and Annual General Meeting.
- Actively participate in one or more Board Committee's and contribute meaningfully to the work of the Committee.
- Engage in fundraising to support KARA Family Resource Centre with the resources needed to pursue its mission.
- Attend and participate in KARA Family Resource Centre community events.
- Actively seek opportunities to build strategic alliances and partnerships for KARA Family Resource Centre.
- Work collaboratively with fellow board members partners in the community.
- Be knowledgeable about KARA Family Resource Centre's mission, strategic plan priorities, and programs. Serve as a spokesperson and community liaison for KARA Family Resource Centre.
- Promote KARA Family Resource Centre positively within the community.

## TRAINING

- Orientation and training will be provided by fellow Board Members.
- Board Development Training opportunities are provided.

## **BENEFITS TO VOLUNTEERING**

- Being part of shaping stronger families and communities
- Influence programming that directly supports children's development
- Access professional development and training opportunities
- Be part of strategic planning and decision-making at a community-impact level
- Grow into key leadership roles, such as Committee Chair or Board Executive
- Collaborate with experienced professionals from a wide range of fields
- Open doors to career-enhancing opportunities through high-impact networking

## **REQUIREMENTS**

- Child Intervention Record Check (Required during final stage of interview process)
- Edmonton Police Services Information Check (Required during final stage of interview process)
- Resume

## **READY TO APPLY?**

Email your resume to [darby@kara-frc.ca](mailto:darby@kara-frc.ca). Please include a brief note indicating your area(s) of expertise and interest in board committee work.

KARA values diversity and encourages applications from individuals of all backgrounds, including those with lived experiences relevant to our mission.

## **CONTACT INFORMATION**

Darby Wilkinson, Executive Director

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For more information visit: [www.kara-frc.ca](http://www.kara-frc.ca), or find us on Instagram and LinkedIn