

# Green Communities CANADA



2025

## **BOARD of DIRECTORS RECRUITMENT PACKAGE**





# HELLO, FUTURE BOARD MEMBER!

Thank you for your interest in becoming a Green Communities Canada (GCC) Board Member.

At Green Communities Canada, we connect community-based climate organizations through a national network to build capacity for action and elevate our collective impact. We also work to ensure that our network partners can build and maintain the capacity required for transformative change by providing essential funding. To do this, we collaborate with our network partners to secure shared grant funds and also work with governments and charitable foundations to deliver strategic funding programs that support local communities. Finally, building upon our organizational expertise, we offer our network partners the training services, delivery scaffolding, peer learning opportunities, and evaluation supports they need to accelerate change.

Want to learn more about GCC? Check out our **Strategic Plan** and recent **Collective Impact Report**. GCC's current Board Members, along with their bios, are also listed on our **website**.

As a Board Member, you act in a position of trust and are responsible for the effective governance and leadership of the organization. A high-level description of your duties, as well as recruitment information and time commitments, are outlined on the following pages.

## OUR PROGRAMS



# COMMITMENT TO DIVERSITY

GCC seeks to ensure that the Board of Directors has a strong and diverse mix of expertise, experience, skills, and backgrounds. Through Board recruitment and selection, GCC will advance and maintain diversity based on professional experience, geography, age, gender identity, sexual orientation, race/ethnicity, Indigenous representation, and ability. This commitment is reinforced in GCC's EDI Strategy, which includes specific actions and priorities to support Board recruitment.

**GCC has committed to the Federal 50-30 Challenge**, which includes the following targets:

1. Gender parity ("50%" women and/or non-binary people) on Canadian board(s) and/or senior management; and
2. Significant representation ("30%") on Canadian board(s) and senior management of other equity-deserving groups: Racialized, Black, and/or People of Colour ("Visible Minorities"), People with disabilities (including invisible and episodic disabilities), 2SLGBTQ+ and/or gender and sexually diverse individuals, and First Nations, Métis and Inuit Peoples.

**Nominations will also consider a mix of the following:**

- **Relevant Knowledge:** climate change, energy efficiency, active transportation, green infrastructure, nature-based solutions, climate justice, waste, food security, advocacy
- **Sector or Organization Affiliation:** GCC member organizations, non-profit or charitable sector, government, elected official, private sector, academia, youth networks
- **Professional Skills:** legal, accounting, human resources, program delivery, fundraising, planning, marketing/communications, government relations, business management, community engagement, and social justice experience
- **Governance Experience:** previous or current board experience is considered an asset
- **Geography:** location in Canada relative to currently serving Board members

If there is a high degree of diversity at the Board leadership level, we expect our policies, priorities, and plans will include and benefit from those diverse perspectives.

GCC's Board also has a target of 50% of directors who are GCC network members representatives (either senior staff or a board member).

## 2025 PRIORITIES

**We conduct an annual Board profile to inform our recruitment process. In 2025, we have identified the following priorities:**

1. Persons identifying as Indigenous, Black, racialized, and/or People of Colour
2. Representatives from our member network
3. Persons residing outside of Ontario, and
4. Persons with donor-based fundraising experience at the national level.

# POSITION DESCRIPTION & DETAILS

As a director, you will have responsibilities to the organization - many of them legally defined. These duties, conducted within a policy governance framework, include financial and human resources stewardship, strategic planning, risk management, community representation, and network development.

It is important to note that although you are not expected to be an expert in all aspects of non-profit operation, you are expected to apply your skills and judgment to the best of your ability and to continue your governance education throughout your tenure.

## Key Responsibilities

- Setting and reviewing policies governing the organization, its staff, and members
- Establishing long-term strategic planning and evaluation processes
- Approving annual budgets, internal reserves, and financial compliance processes
- Monitoring financial performance and addressing emerging risks and opportunities
- Approving GCC network membership applications
- Oversight and annual review of the Executive Director
- Exercising due diligence with respect to the responsibilities of the organization

## To fulfill these responsibilities, Board members are expected to:

- Attend Board meetings and participate in Board activities
- Collaborate on decisions to build the collective impact and further GCC's mission
- Help to maintain constructive group process and excellence in governance
- Undertake additional special responsibilities, including serving on 1-2 Board committees

## Term

Directors serve for a three-year term, which is renewable for up to one additional term (six years in total). Renewal is not automatic. Directors are elected and re-elected by the existing Board of Directors of Green Communities Canada.

## Time Requirement

Activity	Location	Frequency/Year	Length of Time
Board Meetings	Remote via Teams	8	1.5 hours
Board Retreat (includes a board meeting plus an extra day for strategy work).	Location TBD each year, in-person or virtual	1	Two days, plus travel time as necessary.
Committee Meetings	Remote Via Teams	4	1.5 hours
Meeting Preparation and Board-Assigned Tasks	Independently	12 (meetings + committees)	1.5 hours
<b>TOTAL APPROXIMATE HOURS/YEAR:</b>		<b>50 + travel</b>	

Ready to apply? Click below to complete our

## CANDIDATE APPLICATION FORM

Have questions? Contact Kiran Pal-Pross, Administrative Manager,  
kpalpross@greencommunitiescanada.org