



VOLUNTEER JOB DESCRIPTION: BOARD MEMBER (DIRECTOR)

Local Investment Toward Employment is an entrepreneurial charitable foundation that creates jobs for people in Winnipeg held back from opportunities due to social and economic circumstances. LITE supports the growth and vitality of the social enterprise sector, as well as operates its own small social enterprise.

We are largely funded by the generosity of donors and aim to continually increase our earned-revenue potential with the ultimate goal of creating more job, training, and small business opportunities with the communities we serve. We are a partnership-based organization and promote creative collaborations between business, non-profit and social enterprises across Winnipeg. In 2021-22, our work directly contributed \$320K to low-income neighbourhoods in Winnipeg.

LITE is recruiting board members who can lead LITE into a future. In the next decade we plan to fulfil major donor goals and make our organization more sustainable over the long-term.

The board is looking to recruit board members with at least two of the following skills and attributes:

- Mid-to-late career professional
- Experience or engagement in philanthropic giving
- Marketing knowledge, particularly on using analytics to guide strategy
- Experience as an employee or community member at a LITE-partner or other CED organization
- Strong faith-based or business network(s)

As a member of the Board, a Director acts in a position of trust for the community and is responsible for the effective governance of the organization. An orientation and training session are provided.

QUALIFICATIONS/SKILLS: Board members are LITE's most dedicated volunteers, and are willing to champion our work among their network and are passionate about economic development from community-based, justice-informed and innovation-led perspectives. Board members possess or are open to learning knowledge and skills in one or more areas of Board governance: policy, finance, programs, personnel, and/or philanthropy.

TERM: Directors are elected by the membership at the Annual General Meeting. Directors serve for a two-year term. Directors are able to seek re-election for subsequent terms.

REQUIREMENTS:

- Excited and passionate about LITE's goals of making the labour market more open and just; and to support the ability of Winnipeggers who experience barriers to employment to create economic opportunities that support their goals, families and values
- Excitement at the prospect of developing a charity funded, in part, by social enterprise; and interest in how major donors could support this development as well as the larger sector.
- Interest or knowledge in one or more areas of Board governance: policy, finance, programs, personnel, and/or philanthropy

- Willingness to “roll up your sleeves” to be a champion of LITE’s work: Board members support our annual giving program by making timely thank you calls to donors, helping identify potential supporters, and regularly promote LITE to their professional networks
- Attendance at Board meetings (Calendar established annually. Meetings tend to be monthly or bi-monthly)
- Attendance and general involvement at all LITE events including the Annual General Meeting (June), Wild Blueberry Pancake Breakfast (November)
- Be a member in good standing (Min. donation of \$10/year).

MAJOR DUTIES:

- Governing LITE by the broad policies developed by the Board
- Acting a sounding board for LITE’s executive director and providing feedback on operations, helping to guide strategy, offering professional expertise and moral support
- Establish overall long and short term goals, objectives and priorities
- Recommend policy to the Board
- Promote participation in LITE through community networking and donor relations
- Monitor and evaluate the effectiveness of LITE through a regular review of programs and services
- Be accountable and seek nominations for election to the Board when appropriate
- Prepare for and participate in the discussions and the deliberations of the Board
- Foster a positive working relationship among Board members and LITE staff
- Be aware of, declare, and abstain from any conflict of interest

Time Commitment: 5-8 hours per month, (includes Board preparation, meeting and committee meeting time, fundraising activities). Heavy workload in November and early December period.

To express interest, please email résumé to info@lite.mb.ca by May 6. Staff will follow up to arrange a board interview. New board appointments will happened in late June, 2022.