

## VOLUNTEER COMMITTEE MEMBERS

Community Living Oshawa/Clarington is an accredited, non-profit organization dedicated to voice and choice by fostering opportunities for meaningful inclusion and wellbeing for people with developmental disabilities and their families. We are currently accepting applications and nominations for members of the following standing committees:

- Finance Committee:
  - The Finance Committee is accountable to the Board of Directors of Community Living Oshawa/Clarington
  - Ensure that decisions and recommendations follow the mission, vision and values of the organization
  - Review and recommend to the Board of Directors, an annual budget for operating and capital revenues, and expenditures for the ensuing fiscal year
- Policy Committee:
  - The Policy Committee is accountable to the Board of Directors of Community Living Oshawa/Clarington
  - Reviewing policies and implementing appropriate changes for submission to and approval by the Board of Directors
  - Develop new policies as needed for submission and approval by the Board of Directors
- Planning Quality Enhancement/Risk Management Committee:
  - The Planning Quality Enhancement/Risk Management Committee is accountable to the Board of Directors of Community Living Oshawa/Clarington
  - Receive reports and support the agency in matters related to legislated compliance, agency standards and accreditation
- Governance Committee
  - The Governance Committee is accountable to the Board of Directors of Community Living Oshawa/Clarington
  - Receive reports and supports the agency in matters relating to function of the Board and ensures the Board complies with industry, state and federal regulations, and CLOCs established governance framework.

### PURPOSE:

To guide the organization, in partnership with the Board of Directors, Executive Director and Senior Management Team, through the implementation of the organizational strategic plan.

### ROLE/RESPONSIBILITIES:

- Attend regularly scheduled meetings, monthly or quarterly
- Support and attend agency events when possible

### SKILLS AND COMPETENCIES:

- Advocacy
- Culture and Diversity
- Non-profit organizations
- Health
- Finance

- Information Technology (IT)
- Real Estate
- Social Services

**TRAINING REQUIREMENTS:**

- Board or committee experience would be beneficial
- Understanding of Roberts Rules of Order
- Strategic planning skills and/or experience

**TIME COMMITMENT:** 2-4 hours per month

**LOCATION:** 39 Wellington Ave. East, Oshawa - (Event locations may vary and virtual attendance is optional)

**SUPPORT FOR SUCCESS:**

- Initial orientation through the committee
- Mentoring
- Ongoing training sessions

**BENEFITS:**

- Assist in bringing new opportunities and experiences to individuals with a developmental disability, and the fulfillment of knowing that you are making a difference in someone's life!
- Exposure to non-profit and governance model which may be applied into future professional goals.
- Leadership experience.
- Strategic and facilitation skills.

For an application, nomination form, or further information, please contact Executive Assistant to the Board of Directors at [info@communitylivingoc.ca](mailto:info@communitylivingoc.ca), or by phone at 905-576-3011.