



Job Description – Board Member, Scleroderma Canada

Overview:

The role of a Board Member at Scleroderma Canada is essential for guiding the organization's mission, strategy, and growth. The board is responsible for the governance, financial oversight, and overall success of the organization. This is a volunteer position, and board members are not compensated financially but can gain valuable experience and contribute to a significant cause.

Key Responsibilities:

1. Governance and Leadership:

- Provide strategic leadership and ensure that Scleroderma Canada fulfills its mission, vision, and goals.
- Actively participate in board meetings, offering insights and suggestions for the growth and development of the organization.
- Review and approve organizational policies, bylaws, and procedures to ensure alignment with legal and ethical standards.

2. Financial Oversight:

- Monitor the financial health of the organization by reviewing and approving budgets, financial reports, and funding strategies.
- Ensure the effective stewardship of resources and compliance with financial reporting regulations.
- Support fundraising initiatives and ensure that Scleroderma Canada has the resources necessary to achieve its mission.

3. Advocacy and Outreach:

- Promote awareness of scleroderma and the work of Scleroderma Canada within the community, including patients, healthcare providers, researchers, and the public.
- Serve as an ambassador for the organization by leveraging personal and professional networks to raise awareness and support.

4. Fundraising and Development:

- Actively support fundraising campaigns, events, and grant applications.
- Help identify new sources of funding and resources to support Scleroderma Canada's programs and initiatives.
- Participate in or support special fundraising events and efforts, including donor relations and stewardship.

5. Collaboration and Teamwork:

- Work collaboratively with other board members and the executive team to set long-term strategic goals for the organization.
 - Participate in committees to advance specific initiatives. Board members are also expected to act as a committee chair during his/her term, as needed
 - Support and mentor staff members and volunteers when appropriate.
- 6. Evaluation and Accountability:**
- Regularly evaluate the organization's performance against its strategic goals and mission objectives.
 - Ensure compliance with relevant laws and regulations, including those relating to nonprofit governance and fundraising.
 - Be a proactive advocate for continuous improvement and innovation within the organization.

Qualifications:

- Strong commitment to the mission and goals of Scleroderma Canada with a passion for advocating for/improving the lives of people affected by scleroderma.
- Previous experience in governance, nonprofit management, or relevant professional expertise in areas such as finance, law, healthcare, or public relations is preferred.
- Strong communication and interpersonal skills, with the ability to work effectively as part of a diverse team.
- Ability to contribute time, expertise, and resources to the organization.

Time Commitment:

- Board members meet a minimum of four times/year (typically on a quarterly basis), with additional time required for committee work, special events, and strategic planning. A commitment to attending board meetings and participating in other relevant activities and events is expected.
- Participation in fundraising and advocacy initiatives is encouraged.
- The initial commitment is for a 3-year term; however, Board members can be voted in for a second 3-year term.
- Board members who are appointed to any of the officer roles (President, President Elect, Secretary, Treasurer) have additional duties specific to those roles (see pertinent job descriptions)

Benefits:

- Opportunity to make a meaningful impact on the lives of people with scleroderma.
- Networking opportunities with professionals and leaders in healthcare, research, and the nonprofit sector.
- Personal and professional development in nonprofit governance and leadership.