



THE HUB
FAMILY RESOURCE CENTRE

Board of Directors Recruitment Package

We are looking for dedicated volunteers to join our Board of Directors team and make a positive impact on families in Wood Buffalo

As a Board Member, you will:

- ✓ Be a champion and ambassador for The Hub Family Resource Centre
- ✓ Establish strategic priorities for our organization
- ✓ Ensure The Hub Family Resource Centre has adequate revenues to accomplish its strategic priorities

APPLY NOW



[THEHUBFRC.CA/BOARD](https://thehubfrc.ca/board)



THE HUB FAMILY RESOURCE CENTRE

The Hub Family Resource Centre (the Hub) is a nonprofit, charitable organization that works to support families with children ages 0-18 years old throughout Wood Buffalo. Since opening its doors in 2003, the Hub has been making positive changes in the lives of Wood Buffalo families by providing a variety of early learning, parenting, and social support programs. The Hub works to prevent and reduce family violence and child maltreatment in our region and build healthy, resilient families.

MISSION

To strengthen the well-being and resiliency of parents, caregivers, children, and families in Wood Buffalo.

VISION

Healthy children, healthy families, healthy communities.

STRATEGIC PRIORITIES

1. Implement an approach to human resource management that optimizes leader and staff workloads, development, and wellness.
2. Clarify what programs and services families in Fort McMurray Wood Buffalo need and the role that The Hub plays in meeting these needs.
3. Generate community awareness of the programs and services that The Hub offers to families in Fort McMurray Wood Buffalo.
4. Establish a fund development plan that allows The Hub to diversify and expand the volume of fiscal resources available to deliver programs and services.

RECRUITMENT PROCESS

1. Interested applicants submit their Application Form and Resume by email to Samantha Simpson, Executive Director, at s.simpson@thehubfrc.ca.
2. Current board members and Executive Director will meet with candidates to provide an overview of the organization and board, including roles, responsibilities and expectations of board members.
3. Proposed new board members will be selected by the current board as identified as recommended nominees for election.
4. New board members are elected to the board during a board meeting or the Annual General Meeting in September.



2022-2023 PROGRAM OUTCOMES



COMMUNITY

94%

Agree that because of Hub programs they are less isolated.

90%

Agree that they have more knowledge of community resources and how to access them.

92%

Agree that because of the Hub they have created positive connections with new people.



SUPPORTS

100%

of Primary Caregivers agree that because of Safe Visitation, they feel safer.

100%

of Exchange Caregivers agree that because of Safe Exchange, their co-parenting conflict has decreased.



CAREGIVER CAPACITY

100%

Agree that because of Hub programs they have more tools to encourage positive interactions with their children/teens.

100%

Agree that because of Hub programs they are more aware of how to foster their child/teen's healthy development.



CHILD DEVELOPMENT

100%

Agree that because of Hub programs their children have more opportunities to develop independence.

96%

Agree that because of Hub programs their children have the opportunity to engage in social-emotional learning.

3187 unique individuals served

102 Safe Visits completed

76 Safe Exchanges completed

61 Developmental Screenings Completed

"The Hub has completely changed mine and my children's lives for the better. Even if it is something as small as the staff giving the parents reassurance that we are doing the right things with the children, that helps a great amount. The amount of love and support my family has received from the staff has been unmatched! We love the Hub!"

"We love attending all of the Hub's programs. It's a chance for me to connect with other moms while my daughter learns to socialize with other children. She has also started to hit her milestones quicker since we started attending. The [Family Support Workers] running the programs are so lovely and treat the children as if they were their own. I feel so fortunate to have this resource in our community."

"Best place for support and help with being part of a community"

I can't say enough about the program and [facilitator]. She was able to quickly adapt to my unique situation. We had virtual meetings once a week. She remembered everything from the week before. This is huge knowing the person on the other end is listening. Not once did I have to remind her of anything related to my situation. We reviewed the course content from the week before each session. We did not review the reasons I was there. This allowed me to relax and take everything in. Rather than stirring up emotions before we started. I will never forget that. And thank you so much. As for the course. In my opinion it was laid out very well and presented in a way where everything came together at the end. The videos were huge for me as the men and women were referring to examples that I deal with daily. I felt like I was listening to my inner voice and it made me feel human again for a few minutes. The questions were engaging and their work sheets included for everyone. I really benefited in many ways. I recommend to all parents whether it be a nasty or good separation. Do not wait long get the suggestions early.

BOARD OF DIRECTORS

The Board of Directors is an integral group of individuals who steer The Hub Family Resource Centre toward a sustainable future by adopting sound, ethical, and legal governance and financial management policies, as well as ensuring the nonprofit has adequate resources to advance its mission.

QUALIFICATIONS

The ideal candidate will have the following qualities:

- Commitment to the mission, vision, and strategic direction of The Hub Family Resource Centre
- Experience with executive leadership and community engagement
- Personal qualities of integrity, open-mindedness and dependability
- Must reside in Wood Buffalo
- Willingness to commit to a one-year term
- Skilled at diplomacy and relationship-cultivation
- Expertise in the area of rural relations, accounting, law, human resources, financial management or those who are community leaders inspired by inclusion, community engagement, and supporting families.

BOARD ROLES

BOARD MEMBER

TIME COMMITTEMENT

Approximately 2-5 hours per month depending on circumstances, committee involvement, and/or special events.

ATTENDANCE REQUIREMENT

As per Policy B-5, Directors must attend a minimum of seven meetings per year.

TERM

As per agency bylaws, a Board Member position is a 2 year term.

ROLE OF THE BOARD

1. Establishing the strategic priorities for The Hub Family Resource Centre.
2. Written governing policies.
3. The selections and appointment for the Executive Director by the full Board of Directors, within best business and professional practices.
4. Provision of written terms of employment for the newly appointed Executive Director.
5. The assurance of Executive Director performance
6. To ensure that The Hub Family Resource Centre has adequate revenues to accomplish its strategic priorities.

Board of Directors Application

Date:

Name:

Address:

Email:

Phone Number:

Employer:

Title:

Please list the boards and committees that you serve on or have served on:

Organization	Role/Title	Dates of Service

How do you feel The Hub Family Resource Centre would benefit from your involvement on the Board of Directors?

Please share your skills and experience (check all that apply):

- Finance, accounting
- Personnel, human resources
- Administration, management
- Nonprofit experience
- Community service
- Policy development
- Evaluation
- Public relations, communications
- Education
- Special events
- Fundraising
- Outreach, advocacy
- Other: _____
- Other: _____
- Other: _____

Is there a specific role or purpose that you wish to serve as a member of The Hub Family Resource Centre Board of Directors?

Is there anything else you would like to share?