

## CALL FOR VOLUNTEER BOARD MEMBERS

### ABOUT US

The Parkdale Community Food Bank (PCFB) is a not for profit charitable organization. Embracing the belief that joy is fundamental to nourishment, our mission is to create a hunger-free community. Through barrier-free access to diverse food options, every person who walks through our doors has a place at our table.

In our vision, Parkdale Community Food Bank is a place of respect, support, and shared resources where everyone deserves the opportunity to access food with joy.

For more information about PCFB please visit our website [www.pcfb.ca](http://www.pcfb.ca)

### CALL FOR VOLUNTEER BOARD MEMBERS

PCFB relies on a strategic, active, and community-focused Board to oversee management, advise the Executive Director and support the development of the organization.

We are seeking to recruit two volunteers to join our Board of Directors with any of the following areas of expertise:

- Fundraising: large gifts, donor relations, and/or corporate giving
- Finances: financials operations, planning, and/or accounting
- Human resources: recruitment, organizational planning, and/or performance management

### Responsibilities

Individual Board members are responsible for the following duties:

- Attend monthly Thursday evening Board meetings (approximately 2 hours via Zoom at the moment).
- Commit to an additional 6-8 hours per month to prepare for meetings and participate on committees or work on board activities.
- Volunteer for 4-6 hours every quarter at the food bank.
- Keep informed about PCFB's foundational and financial documents
- Keep generally informed about ongoing activities at PCFB and act with honesty and good faith to support the best interests of PCFB

**Term:** Be available to serve a minimum of a 2-year term with eligibility for reappointment for successive terms.

## HOW TO APPLY

To apply, please submit your resumé along with a 1-2 page letter or a 3-5 minute recorded audio or video message that addresses the following:

- Tell us a bit about yourself and what connects you to the issues that PCFB is working on.
- What is your current connection to PCFB (if any)?
- What is your understanding and commitment to improving food security and eliminating poverty?
- What is motivating you to join our Board?
- Tell us about your relevant experience and the skills you'll be able to contribute to PCFB.

You can submit your application by email, mail, or in person.

- **Email:** [board@pcfb.ca](mailto:board@pcfb.ca) with "Board of Directors" in the subject line
- **In person or mail:** 263 Dunn Ave, Toronto, ON M6K 2S1

### Deadline: Rolling

We will be reviewing applications on a rolling basis. Interested candidates are encouraged to apply as soon as possible. Short-listed candidates will be contacted for an interview which will be held at a mutually convenient time.

For more information about the role and application process please contact Laurie Drake at [board@pcfb.ca](mailto:board@pcfb.ca) or call 416-532-2375.

PCFB is dedicated to building an organization that reflects the diversity of our clients and the communities we serve. This includes diversity in languages spoken, culture, race, dis/ability, sexual orientation, and gender identity. We encourage applications from individuals from diverse, marginalized, and racialized communities and backgrounds.

PCFB is committed to an inclusive, barrier-free selection process and accommodations are available at every stage of the process, including the submission of an application. If you require accommodations related to any protected ground under the Ontario Human Rights Code to assist in the submission of your application, please contact Laurie Drake at [board@pcfb.ca](mailto:board@pcfb.ca) or call 416-532-2375.

We thank all applicants for their interest, only those applicants selected for an interview will be contacted.