



## ART CITY IN ST. JAMES TOWN

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## Call for Directors: Art City in St. James Town Volunteer Director for Board of Directors

Established in 2000, Art City in St. James Town is a not-for-profit charitable organization that provides multidisciplinary arts programs free of charge to children and youth of St. James Town. Art City is fully integrated into one of Canada's most densely populated and culturally diverse neighbourhoods and is an important resource for the community's families and their children. In its provision of after-school and camp programs throughout the year, Art City offers a safe and non-discriminatory environment where children can explore artistic expression, connect to their community, and find their passion.

The Board of Directors of Art City seeks a volunteer member with relevant professional experience to fill a minimum 3-year term on the Board of Directors. The Board supports fundraising and strategic development; it promotes the mission of Art City and supports the long-term success of the organization.

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## Requirements

Art City is interested in individuals with personal and professional experience in the following areas:

- Business development
- Fundraising (including professional fundraising and knowledge of receiving funds)
- Funder and government relationship building
- Minutes, records and contract management

Knowledge of the following areas will be considered an asset:

- Arts education
- Non-profit charitable organization management

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## Skills/Experience

Applicants should demonstrate their ability to:

- Support Board decision making, reflecting the day to day interests of the organization, community, and individuals served
- Expand the organization's resource base by sharing expertise, actively supporting fundraising efforts, and making annual donations
- Bring a high degree of interest or expertise in the areas the organization addresses
- Demonstrated precise record keeping and knowledge of data management tools

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## Time Commitment

In addition, applicants will be expected to:

- Participate in a board orientation session (2 hours)
- Participate actively on at least one Board subcommittee (time variable)
- Be available for two to five hours each month for monthly meeting, board activities/ responsibilities and once annually for the AGM
- Be at least 18 years of age, a resident and/or employed in the City of Toronto

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## Application Details

To apply, please submit the following:

- A letter of interest describing how you intend to contribute to Art City's growth and development
- A resume

**Please send all applications in confidence to [directors@artcity.kids](mailto:directors@artcity.kids), with the subject line: "Board of Directors position"**

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## Equity Statement

*Art City is an equal opportunity employer and welcomes applications from persons of diverse backgrounds. In accordance with our values we seek to advance equity and inclusion in our volunteer recruitment and hiring practices. As part of our commitment to anti-oppression and anti-discrimination this position prioritizes individuals who reside locally to St. James Town and applicants who identify as Black, Indigenous, Person of Colour, Queer, Trans, Non-Binary, a Woman, a Person with a disability, or a combination of these identities. We encourage you to self-identify in your application if you desire. Please let us know if you require any accommodations during the recruitment process.*

*In addition to the above priorities, the following criteria are also used to review Board Membership applications:*

- *Commitment to promoting Art City's mission, vision and values*
- *Demonstrated ability to apply critical thinking to strategy*
- *Demonstrated ability to contribute to non-profit development efforts*
- *Previous board experience*

*Art City is situated on the Toronto-York lands that are the traditional Indigenous territory of the Wendat, the Haudenosaunee, the Anishinaabek, and the Mississaugas of the New Credit. Art City recognizes the presence of contemporary Indigenous Peoples in Tkaronto as these territories continue to be a meeting place for many Indigenous nations.*

