

North Peace Community Foundation is happy to announce we're looking for new Board and committee members. The Board of Directors will be selecting two Director candidates for a three-year term and up to 7 candidates to comprise the Community Granting Advisory Committee.

Who are we looking for?

We're seeking individuals who are knowledgeable about our mission and are willing to serve as advocates to the organization's networks and circle of influence. We're looking for collaborative leaders with a willingness to learn, who understand trust-based philanthropy and are committed to the Foundation's [core principals](#).

Specifically, North Peace Community Foundation is recruiting individuals with diverse lived experiences who will bring at least one of the following:

- Accounting and auditing experience
- Institutional investment experience
- Governance and legal experience in the charitable sector

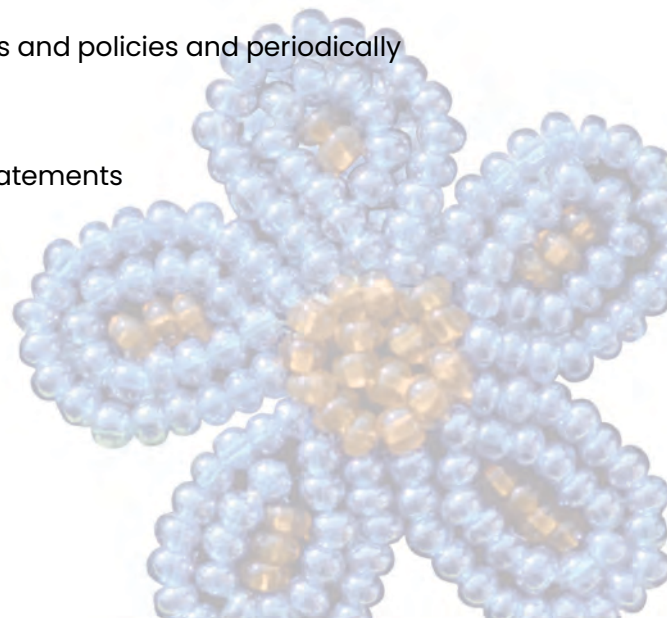
Does this sound like you? If so, please apply! And if this sounds like someone you know, please forward this email to them.

What will you do on North Peace Community Foundation's Board of Directors?

The Board of Directors is responsible for strategic oversight of the organization's wide range of activities. It's structured to help North Peace Community Foundation achieve our purpose at a bird eye's view, while entrusting staff to carry out daily work.

While the board isn't expected or required to make day-to-day decisions, it must perform certain governance functions, including:

- Maintaining an awareness of issues that impact communities across B.C. and identifying opportunities to advocate for them;
- Ensuring compliance with the organization's bylaws and policies and periodically updating them;
- Supporting and evaluating the CEO;
- Reviewing and approving budgets and financial statements



What will you do on the Community Granting Advisory Committee?

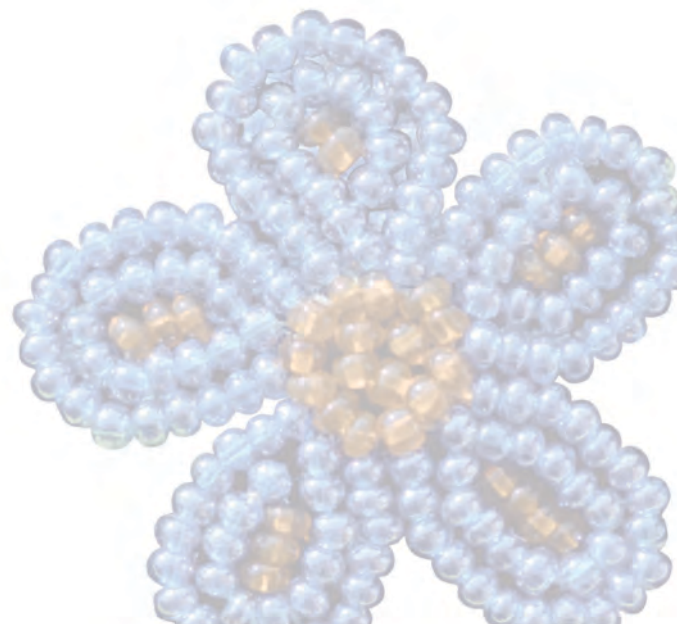
This committee is responsible provide grant and funding recommendation the Foundation's Board of Directors for each grant, at minimum on an annual basis.

The specific functions of this committee include:

- Understanding the regional emergent and long-term needs of the non-profit and charitable sectors, identifying areas of priority annually
- Working with Executive Director to schedule granting cycles according to fiscal year and/or determined by flow-through grants administered by NPCF
- Reviewing grant applications to ensure application criteria has been met including supportive documentation and at times, assisting applicant organizations with completing the applications to the best of their capacity and ability
- Adjudicating each granting program's applications based upon the established criteria for each particular fund or program
- Prepare and report to the Board of Directors on each fund or program
- Review of granting policies regularly or as required, and report any suggested revisions or Additions to the Board of Directors for approval

Interested in applying?

Please review the following Candidate Guide and apply before March 31, 2024. For any questions, reach out to Susan Adams at susan@northpeacecf.com.



CANDIDATE GUIDE

North Peace Community Foundation acknowledges that we carry out our work on the traditional lands of the Dane-Zaa peoples; the signatories of the Treaty 8 being the Beaver and Cree; and the Metis Nation, where we are grateful to live, work, learn and play.

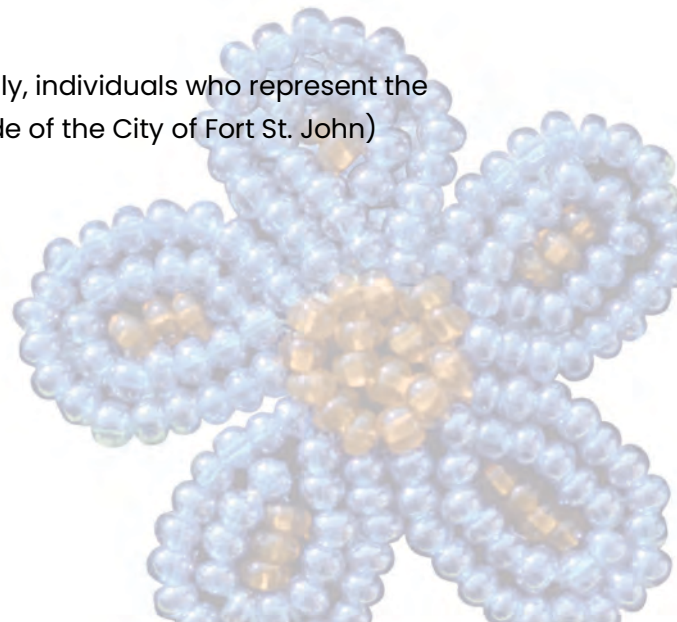
North Peace Community Foundation creates and administers grants to charities and non-profits in the North Peace and Northern Rockies regions. Our vision is to help create healthy, vibrant, equitable, and inclusive communities, and we focus on supporting organizations that increase the social capital of our regions. Our funding comes from generous gifts from the community, growing and managing endowment funds for people, charities, and businesses, and administering certain grants from all levels of government.

We bring together community advisors with diverse personal and professional expertise, who guide our investment, granting, and engagement strategies. This helps us better address current and emerging community needs in our regions. For a view into our work, please visit: www.northpeacecf.com

North Peace Community Foundation's Board of Directors is seeking up to 3 nominees for 3-year terms on our Board of Directors, beginning May 1st, 2024.

At this time, the Board is seeking Director candidates with specific knowledge and/or experience in the following areas:

- Accounting and Auditing Experience (specifically, a CPA qualified candidate with a strong background in financial management)
- Institutional Investment Experience (specifically, a CFA qualified candidate with extensive knowledge in the investment field with particular experience managing institutional endowments)
- Rural, remote, northern representations (specifically, individuals who represent the Northern Rockies region and other locations outside of the City of Fort St. John)



North Peace Community Foundation's Community Granting Advisory Committee is seeking up to 7 nominees for 3-year terms on the Committee, beginning May 1, 2024.

As this is a new executive committee in development, we are seeking candidates with specific knowledge and/or experience in the following areas:

- Knowledge of the regions' non-profit & charitable sector to identify areas which may require support through the Foundation's granting programs;
- Developing grant programs based on community needs;
- Adjudicating grant applications using the grant's criteria; and
- Building and maintaining relationships with grant recipients.

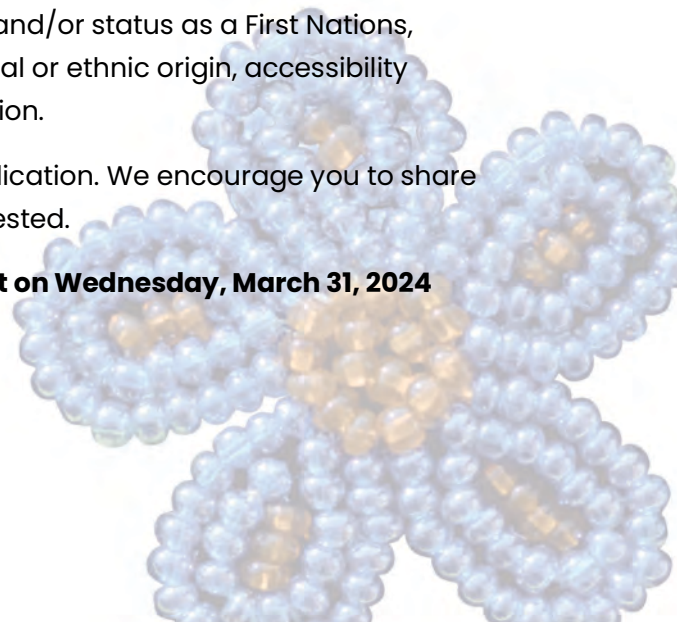
ALL new director and committee candidates will bring:

- Commitment to right relations with Indigenous communities and the principles of truth and reconciliation;
- Curiosity and have an ability to bring humility and a learning lens to the work of the Foundation;
- Knowledge about North Peace Community Foundation's mission and vision and is willing to serve as an advocate to the Foundation's external networks and circles of influence; and
- Collaborative leadership understanding and valuing trust-based philanthropy, and a willingness to incorporate those principles into their duties.

North Peace Community Foundation is committed to the principles and practices of an inclusive and equitable recruitment process. Our goal is to be representative of the communities we work with. With that in mind, we encourage applicants from communities that are structurally marginalized based on race, colour, and/or status as a First Nations, Métis, Inuit, or Indigenous person, religion, nationality, social or ethnic origin, accessibility needs, sexual orientation, gender identity, and/or expression.

If this sounds like you, please consider submitting an application. We encourage you to share this opportunity with anyone you know who may be interested.

All applications must be received no later than midnight on Wednesday, March 31, 2024



Board Commitment

Director Expectations

North Peace Community Foundation Directors are expected to attend all scheduled Board and Committee meetings and be active participants therein. Directors are also encouraged to attend additional North Peace Community Foundation organizational- and community-related activities so that Directors gain a fulsome understanding of the work of the Foundation. The Foundation values Directors who are curious and willing to invest time in collective learning in service of advancing the Foundation's mission.

The following information identifies and briefly describes the estimated time commitment that one might expect when they become a North Peace Community Foundation Director

Board Meetings:

The location of the Board meetings is typically held virtually, but we do endeavour to hold our meetings in-person in Fort St. John. The Board meeting schedule generally follows the same pattern every year (3rd Thursday of each month except August and December). The Board meetings for 2024 are as follows (all meetings are held from 5:00 pm to 6:00 pm):

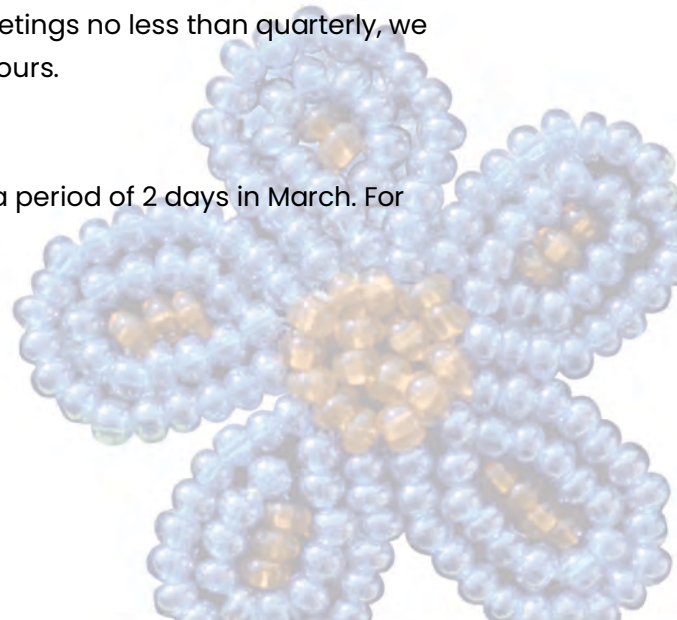
May 16 (Annual General Meeting)	June 20
July 18	September 19
October 17	November 21

Committee Meetings:

The Governance Advisory Committee and Finance & Investment Advisory Committee meetings are virtually held on a quarterly basis and may vary in length (usually one to 2 hours). The Committee Granting Advisory Committee meetings no less than quarterly, we meet virtually, and meetings will vary in length from 1-4 hours.

Strategic Retreat:

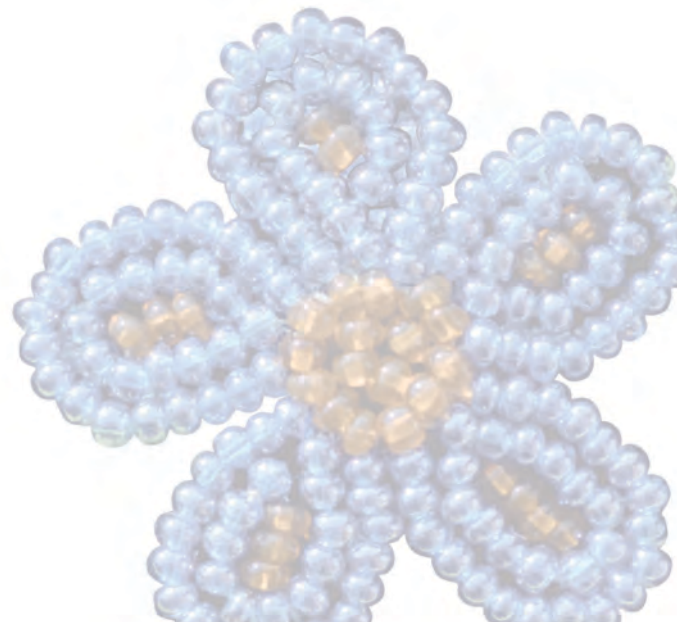
The strategic retreat is planned to be held annually over a period of 2 days in March. For March 2025, it will be held the week prior to spring break.



Who Can Apply?

Candidates must meet the eligibility criteria outlined in North Peace Community Foundation's Bylaws. All recruitment practices will adhere to the requirements set out in the *BC Societies Act* and any other applicable legislation, as well as the Foundation's related policies.

1. A resident of the North Peace or Northern Rockies regions of Northeast BC;
2. A high standard of personal values and ethics, including integrity, accountability, commitment, and courage;
3. An ability to center the advancement of right relations with Indigenous communities;
4. Excellent business and professional judgement;
5. The ability to think strategically and problem solve;
6. Demonstrated mature and cooperative leadership;
7. A strong understanding of fiduciary duty;
8. Strong communication skills, including the ability to listen and speak their mind independently and respectfully;
9. Willingness and ability to commit the required time to the role, and actively participate in meetings and learning opportunities;
10. Share the Foundation's purpose and values, and demonstrate a willingness to act in the best interests of the Foundation at all times;
11. Demonstrate the ability to bring considerations of the root causes of complex systemic challenges (such as racism, climate change, finance, environmental, etc.) to Board deliberations;
12. Uphold the values of teamwork, demonstrating an ability to operate as "one team" at the Board level and speak with "one voice" once full discussion has been undertaken and a decision made by the Board; and
13. Have a strong commitment to, and reputation for, community engagement with the stakeholders the Foundation serves, specifically with voices on the margins.



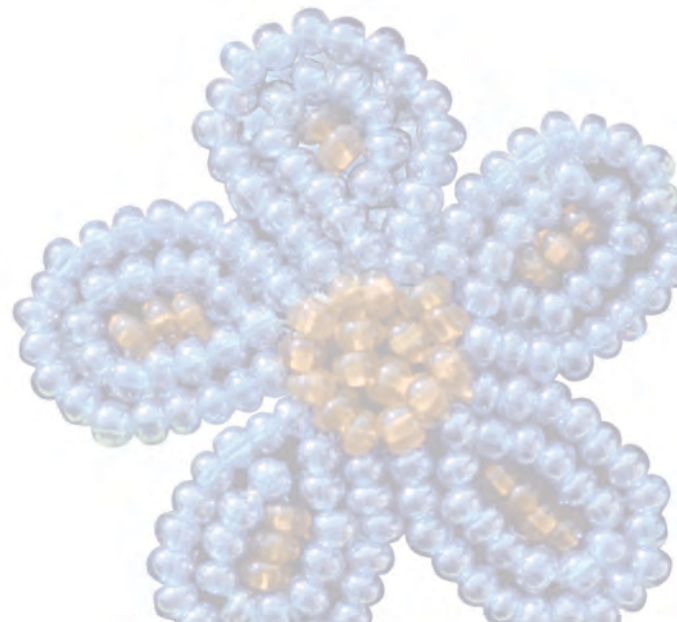
How Do I Submit an Application?

If you wish to submit an application, we would ask you to:

- Complete the attached statement of intent, outlining your perspectives, experiences and expertise that will add to the Board's discussions and The Community Granting Advisory Committees that you may be interested in joining.
- Share a copy of your updated resume/cv
- Submit your application to susan@northpeacecf.com no later than midnight on March 31st, 2024.

The Board of Directors will review applications in early April and invite short listed candidates to attend a virtual interview. The Board will then recommend the selected candidates for appointment at the Thursday, April 18, 2024 Board of Directors meeting.

We hope this information will clarify your obligations should you be selected as a member of our Board of Directors. If you have any questions, which are not answered in this Candidate Guide, or if you wish to learn more about North Peace Community Foundation's governance structure, please contact the Executive Director, Susan Adams, at susan@northpeacecf.com.



Statement of Intent - Application

Thank you for your interest in joining the North Peace Community Foundation! Please use this form to provide useful information about yourself to ensure the best match between you and our organization and to consider you for a position on our Board of Directors.

Name: _____

Phone #: _____ Cell #: _____

Address: _____

Email Address: _____

Which Committee are you applying for today:

- Director on the Board of Directors: _____
- Community Representative on the Community Granting Advisory Committee: _____

Briefly describe what community-driven change means to you: _____

Please list your experiences, skills, perspectives and identities, which you feel make you the ideal Board or committee member to help advance the Foundation's mission and vision: _____

Please list two personal references and contact information:

1. _____
2. _____

By your signed application, you agree to these terms and permit the Foundation to check your references as part of the selection process as necessary. All information received by the board, including the information contained in this application, will be kept in the strictest of confidence in accordance with the Foundation's established privacy policies.

Signature

Date

