



### **HSSI Board Member Volunteer**

1. **Duties & Responsibilities:** Attend Monthly Board Meetings. Assist in ensuring that Board activities are completed. Volunteers may be asked to chair ad-hoc committees.
2. **Time Commitment Required:** Board members service for a 3-year term. Subsequent terms of 2 additional 3-year terms can occur.
3. **Qualifications & Requirements:** Be willing to participate in Board discussions. Be willing to become involved in the goals and objectives of the organization.
  - a) **Special Considerations:**
4. **Orientation & Training:**
5. **Lines of Communication:** The HSSI Program Coordinator ensures that Board Members are informed as to the meeting times and dates. Board Meeting minutes are circulated prior to Board Meetings. All Board Members are provided with contact information of individual Board Members.
6. **Benefits:** Gain experience in Board governance. Contribute to planning regarding the wellbeing of older adults in the community.

#### **Contact Information:**

HSSI Resource Coordinator  
Headingley Community Centre  
5353 Portage Avenue  
Phone: 204-889-3132 ext 3.  
Email: [hdlyseniorservices@mts.net](mailto:hdlyseniorservices@mts.net)